

The graphic design features a dark blue rectangular field. In the top left corner is a large, solid orange five-pointed star. In the top right corner, the years '1896-1996' are printed in white. Two broad, horizontal brushstrokes sweep across the middle of the blue field: a white one above an orange one. At the bottom of the blue field, the number '100' is rendered in large, white, stylized outlines. The entire blue field is framed by a wide orange border. On the left side of the orange border, there is a vertical strip of white and black rectangular patterns, resembling a spiral binding.

1896-1996

OAKWOOD COLLEGE BULLETIN

1 9 9 5 - 1 9 9 7

CENTENNIAL EDITION

HUNTSVILLE, ALABAMA

Oakwood College

Huntsville, AL 35896

Campus Rd

University Ave

5th St

6th St

7th St

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Welcome to Oakwood

Here is a place

“where loveliness keeps house;”

where “true education” means the integration of faith and learning;

where the Oakwood program of Christian education is focused both on spiritual development and academic excellence;

where students reflecting demographic, cultural, and national diversity “enter to learn and depart to serve,” and;

where both teacher and student find a common bond of unity as “companions in learning and searching for truth.”

Look through these pages and get to know Oakwood College. View its emphasis on the spiritual, its rigorous academic program, its student-centered activities, its beautiful campus, its modern physical plant, all that comes together to make Oakwood, “Today’s College for Tomorrow’s Leaders.”

Direct Correspondence Accordingly:

President	General Administration
Vice President for Academic Affairs	Academic Policies
Vice-President for Student Services	Residence Information
Director of Enrollment Management	Admissions Application
Director of Records	Transcripts, Grade Reports
Director of Financial Aid	Federal Financial Aid
Director of Credit and Collections	Student Accounts
Director of Alumni Affairs	Alumni Concerns

Address:

Oakwood College
Huntsville, AL 35896

Telephone Directory:

Admissions	1-800-358-3978
In Alabama	1-205-726-7030
Credit & Collections	205-726-7379
College Switchboard	205-726-7000
Financial Aid	1-800-824-5321
In Alabama	205-726-7208
Recruitment	1-800-824-5312
In Alabama	205-726-7356

1995

MAY							JUNE							JULY							AUGUST						
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1997

JANUARY							FEBRUARY							MARCH							APRIL						
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SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
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14	15	16	17	18	19	20	8	9	10	11	12	13	14	9	10	11	12	13	14	15	14	15	16	17	18	19	20
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Academic Calendar 1995-1996

Events

Fall Semester

Faculty Colloquium	Aug 9-12
LEAP Faculty Colloquium	Aug 16
Orientation/Testing New Students	Aug 20-27
Drop/Add fees begin	Aug 20
Registration (Freshmen Only)	Aug 20,23 (a.m.)
Registration (All)	Aug 23 (p.m.), 24, 25
Freshman Consecration	Aug 25
Academic Profile Assessment for all Freshmen	Aug 27
Instruction; Late registration fee begin	Aug 28
Labor Day Observed	Sep 4
Last day for 100 percent tuition refund, less \$50 charge; last day to financially clear; and last day to enter classes	Sep 5
Classes Organized (Sen., Jr., So.)	Sep 10
Convocation	Sep 12
Last day for 90 percent tuition refund	Sep 12
Seniors/Advisors submit AFG/FYS's to Chairs (New Seniors)	Sep 15
English Proficiency Examination (all Juniors)	Sep 17
Last day for 60 percent tuition refund	Sep 19
Advisee Rosters Due	Sep 22
AFG/FYS's due in Records Office from Chairs (New Seniors)	Oct 2
Ingathering Field Days	Oct 8, 9
Mid-semester Examinations	Oct 16-19
Honors Recognition Chapel	Oct 24
Pre-Advising (Seniors)	Oct 24, 25
Pre-Advising (Jr., So., Fr.)	Oct 26, 27
Last day to drop a class with a "W"	Oct 26
Winter Break Registration	Nov 2, 3
Early Registration	Nov 13-16
Thanksgiving Break	Nov 22 (noon)-26
Classes Resume	Nov 27
English Exit Examination	Dec 3
Last Day to process Terminal Leave Forms and Incomplete Forms	Dec 4
Instruction ends	Dec 8
Final Examinations	Dec 11-14
Christmas/New Year's Recess	Dec 15-Jan 2
All Grades Due	Dec 15
Winter Break Instruction	Dec 18-21, 27-29, Jan 2-5
Faculty Mini Colloquium	Dec 18
Senior Deadline for CLEP and Home Study	Dec 31

Academic Calendar 1995-1996

Events	Spring Semester
Orientation/Testing New Students	Jan 3 (a.m.)
Registration (All) Drop/Add fees begin	Jan 3-5
Instruction; Late registration fee begin	Jan 8
M.L. King birthday observed	Jan 15
Last day for 100 percent tuition refund, less \$50 charge; last day to financially clear; and last day to enter classes	Jan 17
English Proficiency Examination	Jan 21
Last day for 90 percent tuition refund/Advisee Rosters Due	Jan 24
Last day for 60 percent tuition refund	Jan 31
Seniors/Advisors submit AFG/FYS's to Chairs (New seniors) and prospective 97 graduates)	Feb 2
AFG/FY S's due in Records Office from Chairs (New seniors) and prospective 97 graduates)	Feb 16
Pre-Advising (Prospective Seniors)	Feb 20, 21
Mid-semester Examinations	Feb 26-29
Pre-Advising (So., Fr.)	Mar 1, 4
Honors Convocation /Reception	Mar 5
Spring Break	Mar 7 (5 p.m.)-17
Classes Resume	Mar 18
Senior Presentation	Mar 27
Last day to drop a class with a "W"	Mar 28
Senior Deadline for Transfer credit and Final Graduation List	Apr 1
Early Registration	Apr 1-3
Academic Profile Assessment for all Seniors	Apr 7
English Exit Examination	Apr 14
Last Day to process Terminal Leave Forms and Incomplete Forms	Apr 15
Instruction ends	Apr 19
Final Examinations	Apr 22-25
Senior Grades Due	Apr 26
Commencement	Apr 27
All Grades Due	Apr 30
English Proficiency Examination	Apr 30
Faculty Mini-Colloquium	May 6
Summer Session (MAT Program)	Jun 3-Jul 14
Summer Session Grades Due	Jul 15

Academic Calendar 1996-1997

Events	Fall Semester
Faculty Colloquium	Aug 7-10
LEAP Faculty Colloquim	Aug 14
Orientation/Testing New Students	Aug 18-25
Drop/Add fees begin	Aug 18
Registration (Freshmen Only)	Aug 18, 21 (a.m.)
Registration (All)	Aug 21 (p.m.) 22, 23
Freshman Consecration	Aug 23
Academic Profile Assessment for all Freshmen	Aug 25
Instruction; Late registration fee begin	Aug 26
Labor Day Observed	Sep 2
Last day for 100 percent tuition refund, less \$50 charge; last day to financially clear; and last day to enter classes	Sep 3
Classes Organized (Sr., Jr., So.)	Sep 8
Convocation	Sep 10
Last day for 90 percent tuition refund	Sep 10
English Proficiency Examination (all Juniors)	Sep 15
Last day for 60 percent tuition refund	Sep 17
Seniors/Advisors submit AFG/FYS's to Chairs (New Seniors)	Sep 20
Advisee Rosters Due	Sep 27
AFG/FYS's due in Records Office from Chairs (New Seniors)	Oct 1
Ingathering Field Days	Oct 13, 14
Mid-semester Examinations	Oct 14-17
Pre-Advising (Seniors)	Oct 21, 22
Honors Recognition Chapel	Oct 22
Pre-Advising (Jr., So, Fr.)	Oct 23, 24
Last day to drop a class with a "W"	Oct 29
Winter Break Registration	Oct 31-Nov 1
Early Registration	Nov 11-14
English Exit Examination	Nov 24
Thanksgiving Break	Nov 27 (noon)-Dec 1
Classes Resume	Dec 2
Last Day to process Terminal Leave Forms and Incomplete Forms	Dec 3
Instruction ends	Dec 6
Final Examinations	Dec 9-12
Christmas/New Year's Recess	Dec 13-Jan 1
All Grades Due	Dec 13
Faculty Mini Colloquium	Dec 16
Senior Deadline for CLEP and Home Study	Dec 31

Academic Calendar 1996-1997

Events

Spring Semester

Orientation/Testing New Students	Jan 2 (a.m.)
Registration (All) Drop/Add fees begin	Jan 2 (1 p.m.), 3-5
Instruction; Late registration fee begin	Jan 6
Last day for 100 percent tuition refund, less \$50 charge; last day to financially clear; and last day to enter classes	Jan 15
English Proficiency Examination	Jan 19
M.L. King birthday observed	Jan 20
Last day for 90 percent tuition refund/Advisee Rosters Due	Jan 22
Seniors/Advisors submit AFG/FYS's to Chairs (New seniors and prospective 98 graduates)	Jan 24
Last day for 60 percent tuition refund	Jan 29
AFG/FYS's due in Records Office from Chairs (New seniors and prospective 98 graduates)	Feb 7
Pre-Advising (Prospective Seniors)	Feb 18, 19
Pre-Advising (So., Fr.)	Feb 20, 21
Mid-semester examinations	Feb 24-27
Honors Convocation/Reception	Mar 4
Spring Break	Mar 6 (5 p.m.)-16
Classes Resume	Mar 17
Early Registration	Mar 24-26
Senior Presentation	Mar 26
Last day to drop a class with a "W"	Mar 27
Senior Deadline for Transfer credit and Final Graduation List	Apr 1
Academic Profile Assessment for all Seniors	Apr 6
English Exit Examination	Apr 13
Last Day to process Terminal Leave Forms and Incomplete Forms	Apr 14
Instruction ends	Apr 18
Final Examinations	Apr 21-24
Senior Grades Due	Apr 25
Commencement	Apr 26
All Grades Due	Apr 29
English Proficiency Examination	Apr 29
Faculty Mini Colloquium	May 5
Summer Session (MAT Program)	June 2-Jul 13
Summer Session Grades Due	Jul 14

Oakwood Mission

Oakwood College, a historically black, primarily liberal arts four-year co-educational Seventh-day Adventist institution, founded in 1896, has as its fundamental purpose, quality Christian education. Its mission embodies access to educational opportunity, academic excellence, and spiritual development for its students who come from diverse geographical, cultural, educational, and socioeconomic backgrounds. In addition to its emphasis on the liberal arts, the college provides biblical, professional, pre-professional, vocational, and continuing education studies. Some of these studies emanate from a limited number of institutional cooperative programs. Its programs and activities are unequivocally Christian in character, designed to integrate faith and learning, encourage a vibrant spiritual experience, prepare individuals for service to God and humanity, and provide an atmosphere for appreciation for oneself and affirmation of cultural diversity.

The Oakwood College mission is stated in six general goals.

Spiritual

Provide a spiritual environment and religious instruction that will enable the student to reflect fully the image of Jesus Christ through emphasis on the development of character and talent, the nobility of ambition, and the keenness of perception with sound judgment, so that the student is prepared to render unselfish service to God and man.

Intellectual

Provide academic programs and comprehensive curricula, made up of a broad range of degree programs, that will allow each student to acquire knowledge and skills; to grow personally, socially, academically, and professionally; and to meet his needs and societal demands.

Cultural

Enrich the lives of community residents and students by serving as a cultural and educational center, offering cultural and recreational programs of interest and value.

Personal Adjustment

Provide opportunities that will help students identify, clarify, and develop their aesthetic, moral, and spiritual values and philosophy, through supportive student services programs which facilitate growth and success in the academic, social, economic, and spiritual community.

Vocational

Provide for the students' courses which will impart skills and knowledge in certain vocations best suited to the students' interests and aptitudes, while teaching them the dignity of labor through provisions of on-campus work opportunities and courses which provide field experiences which aid in their choice of a vocation.

Physical

Provide a health and physical education program along with recreational activities that will give an understanding of and encourage proper care of the body, and teach good health habits throughout the college's food and recreational programs.

Oakwood Facts

Location

Oakwood College is located five miles northwest of the heart of the city of Huntsville. Huntsville is a cosmopolitan city located in the north central portion of the state of Alabama and nestled in the beautiful Tennessee Valley in the foothills of the Appalachian Mountains. It has a population of approximately 160,000. The college property consists of 1,185 acres at an elevation of 1,100 feet above sea level. Currently, 500 acres are under cultivation, and 105 acres comprise the main campus.

Accreditation

Oakwood College is accredited by the Southern Association of Colleges and Schools and the Seventh-day Adventist Board of Regents, and awards Associate and Bachelor's Degrees. The Department of Education is accredited by the National Council of Accreditation for Teacher Education and the Department of Social Work is accredited by the Council on Social Work Education. The Department of Nursing has fully approved status by the Alabama Board of Nursing.

Student Body

Cultural diversity abounds on the campus of Oakwood College where the average enrollment of 1400 students come from as many as thirty-eight states and twenty-eight other countries. The residential facilities, two male and two female dormitories, house more than 80 percent of the student body. Family housing is also available for approximately forty-five families.

Faculty

A dedicated and committed faculty, of approximately seventy-five, relate to students in a caring and "family like" atmosphere as they emphasize academic excellence. Approximately 55 percent of the faculty hold doctorate degrees. Motivation and academic stimulation characterizes the "one on one" interaction of faculty with student, as they share and model Christian ideals.

Employment Policy

Oakwood College offers employment without regard to race, color, sex, origin, age, marital status, or presence of a non-job-related medical condition or handicap. In conformity with Title IX of the Education Amendments Act of 1972, and Section 504 of the Rehabilitation Act of 1973, the Executive Director for Administration and Human Resources has been designated as the responsible employee to coordinate efforts to carry out responsibilities and make investigations of contentions relating to non-discrimination.

Religious Institution Exemption

The college reserves constitutional and statutory rights as a religious institution and employer to give preference to Seventh-day Adventists in admissions and employment. The college believes that Title IX regulations are subject to constitutional guarantees against unreasonable entanglement with or infringements on the religious teachings and practices of the Seventh-day Adventist church. The college expects students and employees to uphold biblical principles of morality and deportment as interpreted by the Seventh-day Adventist church. The college claims exemptions from the provisions of Title IX set forth in CFR Sections 86.21, 86.31, 86.40, and 86.57(b) insofar as they conflict with church teachings and practices of morality, deportment, and appearance.

Policy Revisions

The institution reserves the right to revise its policies within a school year. Such changes take effect immediately, provided they have been written and publicly announced.

Sexual Harassment

Sexual harassment is prohibited by the college. All students have the right to report and are encouraged to report acts of sexual harassment. Contact the Office of Student Services for reporting procedures.

Disability Accommodations

In compliance with Section 504 of the Rehabilitation Act of 1973, the college makes reasonable accommodations and assists students who are disabled. For assistance students should contact the Center for Academic Advancement.

Campus Buildings

The J. L. Moran Hall, completed in 1944, houses teachers' offices and classrooms for the Department of Business and Information Systems and the Department of English and Communications. It also has an auditorium with a seating capacity of 500.

The E. I. Cunningham Hall, completed in 1947, houses the Center for Academic Advancement and Graphic Productions.

The Teachers' Cottages, completed in 1947, currently house the Art program, the Chaplain's Office, the Counseling Center, the Health Center, the Literature Evangelist Training Center, the Office of Financial Aid, and the Office of Work Education.

The W. H. Green Hall, completed in 1952, houses teachers' offices and classrooms for the Departments of Psychology, Social Work, and History.

The H. E. Ford Hall, completed in 1954, houses the Student Center and the Vice President for Student Services office.

The F. L. Peterson Hall, completed in 1955, is the residence hall for freshmen men.

The N. E. Ashby Auditorium, constructed in 1956, is the gymnasium.

The College Market-Post Office Building was completed in 1957.

The Physical Plant Department was completed in 1959.

The Anna Knight Hall, completed in 1960 and renovated in 1992, houses the Department of Education.

The G. E. Peters Hall, completed in 1964, houses teachers' offices and classrooms for the Department of Music, and a fine arts auditorium.

The Bessie Carter Hall, completed in 1966, is the residence hall for freshmen women.

The W. J. Blake Memorial Center, completed in 1968, contains the administrative offices of the college, and the cafeteria.

The O. B. Edwards Hall, completed in 1969, is the residence hall for men above the freshman rank.

The Eva B. Dykes Library, completed in 1973, is a modern learning resource center. This building also houses the Arabella Symington Memorial Laboratory for the Communication Skills and Teacher Education Center located on the lower level of the building.

The J. T. Stafford Building, completed in 1974, is an educational center consisting of classrooms, laboratories, and offices for Oakwood Academy.

The W. R. Beach Natatorium, completed in 1974, houses an olympic-size swimming pool, classrooms, and offices for the Department of Physical Education.

The Oakwood College Church, completed in 1977, has a seating capacity of 2,700.

The Moseley Complex, completed in 1977, houses teachers' offices and classrooms for the Department of Religion and Theology, and the C. T. Richards Chapel.

WOCG, the Oakwood College radio station, is located on Oakwood Road less than one mile west of the central campus.

The E. A. Cooper Science Complex, completed in 1981, houses laboratories, classrooms, offices, and storage spaces for the Departments of Biological Sciences, Chemistry, Family and Consumer Sciences, Mathematics and Computer Science, and Nursing.

The Natelka E. Burrell Hall, renovated in 1982, houses offices and classrooms for the Department of English and Communications.

The Oakwood College Skating Rink was completed in 1986.

The Trula E. Wade Residence Hall, completed in 1991, is the residence hall for upper class women.

Admission Standards

General Information

Oakwood College welcomes applicants regardless of race, color, nationality, ethnicity, sex, or physical challenges. Admission is a privilege and not a right. The college, however, reserves the right to deny admission to any student who, in the judgment of the Office of Student Services or the Office of Enrollment Management, may not benefit from the total program of the college, or whose presence or conduct may be detrimental to the program.

Inasmuch as Oakwood College is sponsored and financed primarily by the Seventh-day Adventist Church, the majority of its students are members of that church. However, no particular religious commitment is required for admission. Students who meet the academic and character requirements of the college and who express willingness to cooperate with college policies and to adjust to and be comfortable within its religious, social, and cultural atmosphere, may be admitted subject to available space.

Admission to the college does not guarantee admission to a specific department or program.

Application for Admission

Admissions policies at Oakwood College are established by the Administrative Council upon the recommendation of the Admissions Committee or the faculty. The Director of Enrollment Management has been delegated to carry out these policies. The mission of Oakwood College is to "provide access to opportunity," therefore, Oakwood receives students from foreign countries as well as from all over the United States. Due to the wide variation of students seeking admission, the following requirements for admission are more flexible than in some other colleges:

1. * a) Official high school transcript verifying graduation with a cumulative grade point average (GPA) of at least 2.00 on a 4.00 grading scale or
* b) General Education Diploma (GED).
2. Application form completed, signed, and dated.
3. Application fee of \$45.
4. American College Test (ACT) score or the Scholastic Aptitude Test (SAT) score.
5. Two character references, preferably sent from the principal, a counselor, a teacher, or a pastor familiar with the student.
6. Personally responsible for physical mobility to and from the campus facilities.

* For deficiencies see the general education requirements.

Categories of Acceptance

1. Early Acceptance . Students still in high school who wish to receive early acceptance who have completed at least six semesters and have a cumulative GPA of at least 2.00.

2. Regular Acceptance. Students with a GPA between 2.00 and 4.00 who may take 16-17 hours per semester.

3. Provisional Regular. Students with a minimum GPA of 2.00 who did not take the ACT or SAT test. (The student must take the ACT before permission to register is granted. The test is given on campus during freshman orientation; however, it is advisable for the student to take the test before arriving).

4. Academic Probation. Students with a GPA between 1.70 and 1.99 who will be limited to 13 credit hours per semester.

5. Provisional Probation. Students with a GPA between 1.70 and 1.99 with no ACT or SAT scores. (The student must take the ACT before permission to register is granted. The test is given on campus during freshman orientation; however, it is advisable for the student to take the test before arriving).

Any prospective student whose GPA is below 1.69 must receive special approval by the Vice President for Academic Affairs before admission can be granted.

After Acceptance

After acceptance students should immediately send in the room reservation/ damage deposit, the housing application form, and the medical and dental forms.

All new students are required to submit evidence of a recent physical examination along with current immunization history (must meet Alabama state requirements).

Admission of International Students

Oakwood College is approved by the U.S. Office of Immigration and Naturalization Service for the admission of non-immigrant students. However, no student should leave their country with the intention of enrolling at Oakwood College without a letter of acceptance and an I-20 A-B Form from the Office of Enrollment Management. To obtain a letter of acceptance, each international student must submit the following :

1. Official academic records from overseas secondary school. High school credentials will be evaluated according to the guidelines of the American Association of Collegiate Registrars and Admissions Officers and college work by the World Education Services .
2. Application form completed, signed, and dated.
3. Application fee of \$25 (U.S. currency).
4. TOEFL scores/minimum of 500 and TWE of 4.0 from non-English speaking countries.
5. ACT or SAT scores if no college credit for English and mathematics. (The student may take the ACT on campus prior to registration).

6. Two recommendations from professionals not related to the applicant.

7. Medical and dental forms.

To obtain the Form I-20 A-B, the international student must submit an Affidavit of Support (U.S. student must submit Form I-134), medical and dental forms, and an advance security deposit of \$1,000 in U.S. currency. The security deposit is refundable, with interest, upon graduation or withdrawal from Oakwood College. It can only be used for an emergency such as travel for death or sickness of an immediate family member, and must be replaced before readmission the following semester.

After acceptance students should immediately send in the room reservation/ damage deposit and the housing application form.

Please note the following immigration regulations:

Non-immigrant students applying for admission to the United States for the first time after being issued an F-1 student's visa, will not be admitted unless they intend to attend the school specified in that visa. Therefore, if before they depart for the United States, students decide to attend another school, they should communicate with the issuing American consular office for the purpose of having the other school specified in the visa. Any other non-immigrant students will not be admitted to the United States unless they intend to attend the school specified in the Form I-20 or Form I-94 which they present to the immigration officer at the port of entry.

Non-immigrant students who do not register at the school specified in their temporary entry permit (Form I-94), or whose school attendance is terminated, or who take less than a full course of study, or who accept unauthorized employment, fail to maintain their F-1 status and must depart from the United States immediately.

Admission of Veterans

Oakwood College is approved as an institution qualified to offer education to veterans under the provisions of The Veterans Readjustment Act of 1966. Veterans who have completed high school or passed the GED are admitted under regular admissions standards for freshmen. Veterans transferring must meet the requirements for transfer students.

Once enrolled, the veteran must present the Certificate of Eligibility for Educational Benefits to the Coordinator of Veterans Affairs in the Records Office to insure receipt of educational benefits.

Physical education/ activity credit and equivalent Oakwood College credit completed while in the armed services of the United States of America will be considered for those veterans who submit official documentation of military service and educational credit earned. Credit will be determined based on the recommendations in the *Guide to the Evaluation of Educational Experiences in the Armed Services*.

Advanced Placement Program

Credit toward graduation may be granted to an entering freshman who has passed one or more Advanced Placement (AP) examinations with a score of 3,

4, or 5. The student is responsible for having the official test scores sent to the Records Office. A score of 3 will exempt the student from the first applicable course. A score of 4 or 5 will exempt the student from additional courses upon the recommendation of the department.

Advanced Level Examination

The following credit towards graduation may be granted to a student who has passed an Advanced Level Examination(British): eight semester hours for each A, B, or C pass and four semester hours credit for each D or E pass.

Transfer Students/Credits

Students wishing to transfer to Oakwood College from another college or university must follow the same application procedure as other students. The college from which the student is transferring should forward to the Records Office an official transcript and a statement of honorable dismissal. Transfer credits may be applied toward the requirements for a degree when the student has satisfactorily completed a minimum of twelve semester hours in residence. A maximum of 64 semester hours may be accepted from a junior college. A student transferring work from another college will be given credit only for work completed with grades of C- or above.

The ACT or SAT requirement will be waived if applicant has completed one quarter or semester each of college level English and mathematics with a grade of C (2.00) or above. Otherwise, the ACT must be taken before being allowed to register.

Students transferring from unaccredited colleges, with a GPA of at least C may be accepted on a probationary basis, in which case their previous credit will be validated only after the successful completion of a semester's work of at least 12 hours at Oakwood College.

Scholarship Program

Academic scholarships are available to entering freshmen whose GPA's are at least 3.00; other scholarships are available to valedictorians, salutatorians, national merit scholars/achievers, commended students, class president, year-book editor, school paper editor, and student body president. Scholarships are also available to transfer students whose GPA's are 3.00 and above. Academic scholarships are automatically awarded by the Office of Enrollment Management.

Other available scholarships awarded to qualifying students include Returned Student Missionary, and Worthy Student. These scholarships are available through the Office of Financial Aid.

Financial Policies

Schedule of Charges for 1995-96 Academic Year

	Resident Students	Non-Resident Students
Tuition Package , per semester	\$3,452	\$3,452

Tuition package applies to residence hall and non-residence hall students taking 12 to 16 hours per semester.

Residence Hall Package , per semester	\$1,821--\$2,228
	(Depending which dorm and meal plan)
Room-Wade Hall (New Dorm) -	\$1,002
Room-All Other Dorms -	\$854
Board (19-Meal Plan) -	\$1,226
Board (14-Meal Plan) -	\$1,101
Board (10-Meal Plan) -	\$967

General Fee , per semester	\$ 80	\$ 80
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Student Association fee,
matriculation fee, yearbook fee,
and Spreading Oak fee

Total Charges , per semester	\$5,353--\$5,760	\$3,532
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Tuition Rates, per semester

12-16 Hours	\$3,452
8-11 Hours	\$3,141
1- 7 Hours	\$298/per hour
Over 16 Hours	\$214/per additional hour

Other Expenses

Room Reservation/Damage Deposit--\$200 (one time refundable fee--\$150, dorm fee--\$50)
Books and Supplies--Approximately \$300 per semester
Health Insurance--\$62 per semester
Testing--\$20
Course Fees--\$15-\$60 per course

Late Registration--\$35 the first day and \$5 additional charge each day up to a maximum of \$60
Drop/Add--\$10 up until last day for refund

Remittance

Payment of total charges per semester should be made in the form of bank drafts, money orders, cashier's checks, certified personal checks, or cash. Make all checks payable to Oakwood College. Send payments to Office of Student Accounts. Be sure to indicate the name of the student to receive credit. No personal checks are accepted.

Resident Students are required to pay a minimum of 63 percent of tuition and boarding costs at the time of registration:

Tuition and Fees	\$3,532 (Based on 12-16 hours)	
Room and Board	\$2,080 (Based on all dorms except Wade Hall, and 19-meal plan)	
Total	\$5,612 X 63 percent =	\$3,536

Balance due in the following installments:

<u>Fall Semester</u>	<u>%</u>	<u>Amount</u>
October 9, 1995	18	\$1,010
November 23, 1995	19	\$1,066
<u>Spring Semester</u>		
February 22, 1996	18	\$1,010
April 12, 1996	19	\$1,066

Non- Resident Students are required to pay a minimum of 63 percent of tuition and fees at the time of registration:

Tuition and Fees	\$3,532	x 63 percent =	\$2,225
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Balance due in the following installments:

<u>Fall Semester</u>	<u>%</u>	<u>Amount</u>
October 9, 1995	18	\$636
November 23, 1995	19	\$671
<u>Spring Semester</u>		
February 22, 1996	18	\$636
April 12, 1996	19	\$671

Refund Policy

Tuition and fees are refunded as follows:

1 - 7 days		100%
8 - 14 days		90%
15 - 21 days		60%
No tuition refund after 22 days of the published registration date.		

Room and board charges are refunded on a prorated basis according to the number of days in a semester.

Living expenses are refunded on a prorated basis according to the number of weeks enrollment completed in a given semester.

One-third of the academic year allowance for books, supplies, and miscellaneous expenses is considered to be used first day of each semester.

According to regulations, the amount of the refund equals the amount paid for institutional charges for the payment period by financial aid and/or cash payments, minus the amount retained by the institution for the portion of the payment period that the student was actually enrolled at the institution.

NOTE: If a student received financial aid from Title IV (Pell, SEOG, Stafford, Plus Loan), a portion of the refund must be returned to those programs.

Repayment Policy

Repayment is the amount of the cash disbursement that a student must pay back to the school if the student withdraws from school during the enrolled semester. (Received from Title IV Funds excluding Stafford, and Plus Loan fund.)

The Repayment Policy includes the following non-institutional costs:

Books and Supplies	Semester allowance expended first day of classes
Room and Board	(Not contracted by college) Determined at an ongoing rate of \$_____per week.
Transportation	Semester allowance expended first day student arrives on campus during semester period.
Personal and Miscellaneous Expenses	Determined at an ongoing rate of \$_____per week.
Child Care (if applicable)	Determined at an ongoing rate of \$36 per week.

A repayment of any unused portion of the above non-institutional costs paid to the school via Title IV funds (excluding Stafford or Plus Loans, CWS) must be repaid to the college upon termination of enrollment.

Refund Allocation Policy

Oakwood College shall allocate Title IV refunds to the following programs using the following priority distribution order:

- Guaranteed Loans (Stafford)
- SEOG
- Pell Grant

Department Course Fees

Biological Sciences

BI 111-112	Anatomy and Physiology	each	\$15.00
BI 121-122	General Biology	each	15.00
BI 221	Microbiology		30.00
BI 225	Embryology		15.00
BI 230	Plant Biology		15.00
BI 316	Biology Instrumentation		15.00
BI 321	Genetics		15.00
BI 331	Histology		15.00
BI 380	Comparative Vertebrate		15.00
BI 422-423	General Physiology	each	15.00
BI 425	General Ecology		15.00
BI 440	Parasitology		15.00
BI 451-452	Special Topics	each	15.00
BI 455	Immunology		15.00
BI 460	Cellular Molecular Biology		15.00
BI 480	Mammalian Anatomy		30.00
BI 484	Mycology		15.00

Business and Information Systems

AS 120	Keyboarding		\$30.00
CS 100	Computer Literacy		30.00
CS 110	Computer Programming		15.00
CS 262	COBOL		15.00
CS 380	Information Systems*		15.00
CS 462	Database Management*		15.00
CS 499	Senior Project*		15.00

*All majors in the department will be charged \$45.00 each semester of their junior and senior years and not the course fee.

Chemistry

CH 101	Introduction to Inorganic Chemistry		\$15.00
CH 102	Introduction to Organic Chemistry		15.00
CH 111-112	General Chemistry	each	15.00
CH 201	Qualitative Analysis		15.00
CH 211	Analytical Chemistry		15.00
CH 301L-302L	Lab For Organic Chemistry	each	15.00
CH 321L-322L	Lab For Physical Chemistry	each	15.00
CH 401L-402L	Lab For Biochemistry	each	15.00
CH 411	Instrumental Methods		15.00
CH 490-491	Research and Independent Study	each	15.00

English and Communications

AR 101-102	Basic Design	each	15.00
AR 111	Fundamentals of Drawing		15.00
AR 121	Fundamentals of Painting		15.00
AR 141	Fundamentals of Photography		15.00
AR 261	Sculpture		15.00
AR 311-312	Advanced Drawing	each	15.00
AR 321-322	Advanced Painting	each	15.00
AR 341-342	Advanced Photography	each	15.00
AR 374	Studio Photography		15.00
CO 342	Radio and TV Announcing		15.00
CO 343	Fundamentals of Radio Production		15.00
CO 346-347	Fundamentals of TV Production	each	15.00
CO 401-402	Practicum in Communications	each	15.00

Family and Consumer Sciences

FS 111	Food Preparation		\$15.00
FS 151	Fashion Sewing Selection		15.00
FS 152	Fashion Sewing Textiles		15.00
FS 201	Art in Life		15.00
FS 231	Developing Creativity		15.00
FS 301	Experimental Foods		15.00
FS 321	Advanced Nutrition		15.00
FS 341	Home Management Practicum		15.00
FS 351	Tailoring		15.00
FS 360	Vegetarian Cuisine		15.00
FS 401	Dress Design		15.00

Mathematics and Computer Science

CM 201	Pascal		15.00
CM 202	Advanced Programming in Pascal		15.00
CM 210	Computer Science with C		15.00
CM 220	Computer Sci. Data Structures with C		15.00
CM 340	Computer Logic Design		15.00
CM 350	Introductory Computer Architect.		15.00
CM 352-353	Operating Systems	each	15.00
CM 367	Programming Languages		15.00
CM 381	Computer Networks		15.00
CM 461	Programming in ADA		15.00
CM 480	Selected Topics in Computers		15.00
CM 490-491	Research and Independent Study	each	15.00

Music

MU 101 Class Piano	15.00
MU 102 Class Voice	15.00
MU 103 Class Instrument	15.00
MU 104 Class Organ	15.00
MU 161 Piano Proficiency Class	15.00

All the following individual instruction courses are \$200 per hour for non-music majors and \$130 for music majors (\$65 per hour after two hours): MU 100, MU 160, MU 260, MU 300, MU 360 and MU 460.

Nursing

NU 101 Fundamental Nursing Concepts	15.00
NU 102 Adult Health I	15.00
NU 103 Adult Health II	15.00
NU 201 The Childbearing Family	15.00
NU 203 Mental Health Nursing	15.00
NU 204 Adult Health III	15.00
NU 330 Pathophysiology for Nurses	15.00
NU 341 Health Assessment	15.00
NU 411 Community Health Nursing	15.00
NU 415 Advanced Clinical Nursing	15.00

Physical Education

PE 205 First and CPR	15.00
PE 222, 247 Racquetball	each 15.00
PE 245, 249 Tennis	each 15.00
PE 260 Golf	15.00

Financial Aid

Students applying for the Federal Student Financial Assistance programs (known as Title IV) must comply with the following procedures in a timely manner. A student's noncompliance may result in the loss of potential benefits and will result in a protracted and negative institutional registration experience, if the student needs the federal resources to assist in their educational expenses.

The following procedures/priority dates are strongly advised:

1. Complete the Free Application for Federal Student Aid (FAFSA) and mail it to the Federal Student Aid Programs. (An envelope is enclosed with the Application). After the FAFSA has been processed by the Federal Processor, a Student Aid Report (SAR) will be mailed to you. Eligible students for the Pell Grant will have three parts and ineligible students will have two. Once you receive your SAR, check it for accuracy of

information. This document must be returned to the Financial Aid Office (FAO) before the student's award package can be determined. Mail the Student Aid Report to us as soon as possible or bring the SAR to the FAO.

2. The Student's Use Box, which is located on the back of Part I of the SAR, must be completed by the applicant. This box has a Statement of Registration Status, Statement of Educational Purpose/Certification, Statement on Refunds and Default, Anti-Drug Act Certification components, and a signature line. Students must complete every component and sign the document.
3. Submit a signed copy of the base year Federal Income Tax Return to the FAO. Base year is the year that precedes the academic year for which aid is being applied. For example, applicants for the 1994-95 academic year would submit their 1994 Federal Income Tax Return. If the student did not file a tax return, then he/she would complete the appropriate section of the Oakwood College Verification Worksheet and submit copies of their W-2's.
4. Legal or biological parents of dependent students must submit a signed copy of their complete base year Federal Income Tax Return(s) to the FAO. If the parent(s) did not and will not file a base year tax return, then they must complete the appropriate section of the OC Verification Worksheet and submit copies of their W-2's.
5. The Oakwood College Verification Worksheet must be completed by dependent students and their parent(s). Independent students/spouses must complete the worksheet for independent students. Each section must be completed and signed by the designated family members and returned to the FAO.
6. Students who have attended other colleges, proprietary, technical, and/or community colleges must request a Financial Aid Transcript Request Form for this procedure. Even if you did not receive aid at the other institution, you are still required to request the transcript.
7. Students who are twenty four years old must submit a copy of one of the following forms of identification: a valid driver's license, a birth certificate, or a current and valid Oakwood College student I.D. that has the birth date.
8. Eligible non-citizens applying for financial aid will have their Immigration and Naturalization Service (INS) status checked by the Federal Department of Education and INS and a verifying statement will be indicated on the SAR. If the SAR statement indicates that the student is properly registered with INS, it will not be necessary to submit a copy of the Alien Registration Card; otherwise, send a copy of both sides of the card.
9. The student, spouse, or parent must submit official documents that substantiate the annual amounts of untaxed income for the base year. Untaxed income may include Social Security Benefits, AFDC/ADC, Pension Benefits, Workman's Compensation, or Parsonage Allowance.

If the documentation is not an official/regulatory form with appropriate signatures, it will not be accepted by the FAO.

10. Students applying for a Federal Stafford Loan or the Parents Loan for Undergraduate Students (PLUS) must submit a signed loan application to the FAO.
11. All required documents for file completion should be postmarked by June 23 to use federal dollars (grants and loans) for registration in the fall semester.
12. After the award letter, the college work-study contract (if the applicant received it), and the entrance interview have been signed by the student, they must be returned to the office before the funds can be applied to the student's account.

Financial Aid Policies

Satisfactory Academic Progress

The concept of Satisfactory Academic Progress (SAP) goes beyond good standing to mean evidence of positive movement toward the student's degree. Participating institutions in the Title IV programs are required to establish standards of SAP for students receiving assistance through the following programs: Federal College Work-Study (CWS), Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), Federal PLUS Loan, or Federal Stafford Loan.

The SAP policy has two components, qualitative and quantitative. In the qualitative component, recipients of the federal student financial programs must maintain the indicated cumulative unadjusted GPA for the indicated years of enrollment.

Payment of all federal and state resources will be based upon the student's compliance with the appropriate unadjusted cumulative GPA as indicated in the qualitative component of the SAP policy. Every recipient's GPA status will be reviewed each year during the financial aid file verification process. Students with ineligible GPA's forfeit all federal and state resources until the unadjusted cumulative GPA is at the appropriate level. Lost federal/state resources are not retroactive after the student regains eligibility in the subsequent semester(s).

In the quantitative component students enrolled full-time must complete their undergraduate degree in five years or ten semesters. During this period, the student must successfully pass the number of hours indicated below with the unadjusted cumulative GPA as stated in the qualitative component.

Classification	Unadjusted Hours Completed	Unadjusted GPA
Freshman	30	1.70
Sophomore	63	2.00
Junior	94	2.00
Senior	95 or more	2.00

Reinstatement

Students who lose financial aid eligibility because of failure to maintain satisfactory progress toward a degree may reapply for financial aid after clearing the deficiency; no aid will be retroactively granted.

Verification of Enrollment

Students who require enrollment verification for student loan deferment purposes must bring the form, or a written request, to the Records Office. When a student is enrolled full-time, freshmen and senior verification will be for one year, juniors for two years, sophomores for three years.

Transfer Students Eligibility for Aid

Transfer students are eligible for federal aid during their first semester of attendance at the college, regardless of their GPA from transfer hours. Following the hours and courses completed at the institution.

Repeated Course Work

Repeated course work will not be considered in meeting the enrollment status requirements for receiving federal funds. For example, if a student registers for 12 hours and 4 hours are repeated courses, then the student would only receive PELL and SEOG grants for half-time enrollment. The student would be listed as taking 8 hours, since the 4 hour course is a repeat.

Student Appeals Process to the Financial Aid Committee

The appeals process can only be utilized for the issues pertaining to the Withdrawal and Coordination of Institutional Sources of Student Aid Policies. Students must submit their appeals request on the Appeals Form to the FAO. The student will be notified by the Academic Vice President of the result of the meeting.

Available Funds

Federal Pell Grant--a non-repayable, federal funded grant program for undergraduate students only. Pell Grant awards vary in amount each year and are based on financial need and hours of enrollment.

Federal Supplemental Educational Opportunity Grant (FSEOG)--a non repayable, federally funded and university based grant program. Awards are made to early applicants who demonstrate the most financial need.

Alabama Student Assistance Program (ASAP)--State funded grants in varying amounts available to Alabama residents who demonstrate financial need.

Federal Subsidized Stafford Loans--subsidized loans, which means the federal government will pay the interest on the loan while the student is in school

and during specified deferments. The student must demonstrate financial need to receive this loan.

Federal Unsubsidized Stafford Loans--loans that students may borrow regardless of need but will have to pay all interest charges.

Federal PLUS Loans--Parents of a dependent student may borrow a PLUS loan to pay for the student's education.

Loan Limits

Dependent	Subsidized*	Independent	Subsidized	Unsubsidized
1st year	\$2625	1st year	\$2625	\$4000
2nd year	\$3500	2nd year	\$3500	\$4000
3rd year	\$5500	3rd year	\$5500	\$5000
4th year	\$5500	4th year	\$5500	\$5000
PLUS = the cost of attendance minus other aid. No dollar amount limit				

*For dependent students whose parents cannot borrow under the PLUS program, the amount a student can borrow under the unsubsidized program is the same as for independent students.

Who May Apply for Financial Aid

Students must be enrolled at least half-time and a U.S. citizen or Permanent Resident. You must maintain satisfactory academic progress.

Student Life and Services

Religious Life

At Oakwood, religion is the main foundation. The College Church service, the Sabbath School, the Adventist Youth Society (A.Y.S.), the Ministerial Forum, the student literature evangelism program, the residence hall worship hours, and the many prayer bands afford the students excellent opportunities for the development of character, self-expression, leadership, and initiative.

Convocations, the Arts and Lectures Series

During the school year distinguished guest speakers address the student body at the weekly assemblies. In the fall and spring semesters, they also conduct weeks of religious emphasis. The Arts and Lectures Series brings to the campus each year several outstanding lecturers and artists. In addition to these, many other programs of significance are sponsored by the college. It is expected that all students will attend the weekly assemblies, the Arts and Lectures programs, and special convocations.

Social Activities

A wholesome program of social activities is planned by the Director of Student Activities in consultation with the United Student Movement. Social programs are sponsored during the year by clubs, classes, and organizations. The students experience social and cultural life by visiting faculty and staff members' homes.

Extracurricular Activities Participation

In order to ensure satisfactory scholarship, the extent to which students may participate in extracurricular activities is subject to regulation. In addition to any other regulations, the minimum cumulative GPA must be 2.00 for membership and 2.50 to hold office.

The recreational activities of the college are designed to serve the wide variety of leisure-time interests of the students.

Intramural Sports

The college sponsors a program of intramural sports in connection with the physical education activities.

Health Service

The College Health Service is designed to meet the medical needs of students. Nurses are on active duty during the day and evening and on call for emergencies at night. The College Physician holds regular clinic hours in the Health Office four days a week and is available on call. In case of serious illness or accident, excellent complete hospital care is readily available.

Student Association

The United Student Movement (USM) of Oakwood College is the major student organization of the college. This organization seeks to promote a more perfect relationship among all sectors of the college community; to enhance the religious, academic, cultural, and social programs of the college; and to emphatically support the aims and objectives of Oakwood College. Each matriculated, regular student of Oakwood College is a member of the United Student Movement. The United Student Movement finances its own program through the payment of individual membership dues. With the help and approval of faculty sponsors, the United Student Movement (USM) carries out such programs along with the Department of Student Activities.

Class Organizations

Freshman Class	Junior Class
Sophomore Class	Senior Class

Residence Clubs

Carter Residence Hall Club (Delta Sigma Phi)
Edwards Residence Hall Club
Married Students' Club
Peterson Residence Hall Club
Wade Residence Hall Club

Departmental Clubs

Alpha Chi--Honors Club
Business Club (Phi Beta Lambda)
Education Club
English Club
Home Economics Club (Omicron Nu Kappa)
Music Club (Mu Alpha Gamma)
Nursing Club (WO-HE-LO--Work, Health, Love)
Pre-Law Club
Religion and Theology Club (Ministerial Forum)
Science Club
Social Work Club

Membership in the departmental clubs is based on academic performance and is considered a distinct honor. Students must have a GPA of 2.00 to

participate in club activities and a GPA of 2.50 to hold office. * No Greek social clubs are allowed to organize or function on campus.

Governing Standards

It is the purpose of the college to develop strong men and women with high standards of scholarship and the self-discipline necessary for Christian leadership.

The campus government and discipline, therefore, are founded upon the principle that character building is the highest object of education and that a good name, standing for integrity, honor, and godliness, is the objective of the student for himself and of the college for him.

Oakwood College is a Seventh-day Adventist college established to provide a Christian environment in which students may prepare themselves for service at home and in other lands. In order to maintain this environment certain general rules of conduct apply.

All students are expected to wear and publicly display their I.D. badges while on campus except when attending Sabbath worship services.

Student Handbook

In every community there are laws. It is the responsibility of every student to secure from the Office of Student Services and to read the rules and regulations governing student life at Oakwood College, preferably before registration. Familiarity with and acceptance of the requirements set forth in this book will make life at Oakwood College more interesting and certainly more enjoyable.

A student's standing in a Christian school is based not alone on his scholarship attainment but also upon his general conduct and his attitude toward the community in which he lives. As a citizen of the college community the student must realize that he has been admitted to a privileged group and that he has no right to work against that group. Any student who violates the rules of the college or whose conduct evidences lack of respect for the standards maintained by the college may be asked to withdraw.

Student Citizenship

Each individual coming to Oakwood College for the purpose of entering any department of the college is subject to its supervision and jurisdiction from the time of arrival in Huntsville until his connection is terminated by graduation or by any officially approved withdrawal. The record of each student is reviewed periodically, and his continuation in college is based upon his attitudes and general conduct, as well as his scholastic attainments.

Listed among the governing policies of the college are infractions which are considered cause for suspension and may be cause for dismissal or serious disciplinary action for the first offense.

Since no student who makes a habit of indulging in any of these practices would knowingly be accepted at Oakwood College the first infraction may result in dismissal from school.

A student whose progress or conduct is unsatisfactory or whose influence is detrimental may be asked to withdraw at any time.

Any student dismissed from school withdraws immediately from the campus and may be subjected to charges of trespassing should he return without permission from the Administration.

Leave of Absence

Permission for an overnight or week-end leave of absence from the campus may be obtained from the appropriate residence dean. Approval must also be obtained from the work supervisor and, when classes are missed, from the Vice President for Academic Affairs. For travelling, written permission from the parent or guardian must be on file for every student who is not of legal age (19 years of age in Alabama).

Attendance at Religious Services

Oakwood College is emphatically a Christian college. Attendance at worships, Friday evening vespers, and Sabbath services is expected of all students residing on campus.

Assembly Absences

All registered students are required to attend the weekly assemblies. Two unexcused absences each semester are allowed without penalty. Excuses for absences from assembly must be submitted in writing to the Vice President for Student Services before the very next assembly. Failure to do this will automatically result in an unexcused absence. The third and fourth unexcused absence within a semester will result in a \$25.00 fine per absence. Five or more absences within a semester will result in a \$50.00 fine per absence.

Use of Vehicles

Since the ownership and the use of an automobile frequently militate against success in college, students are not encouraged to bring automobiles with them to the college unless absolutely necessary. Freshmen are not permitted to bring automobiles to the college, or to the vicinity, or to operate automobiles owned by other individuals.

All students, whether living in residence halls or in the community, who own or operate any type of motor vehicle (e.g. car, motorcycle, scooter), must register it with the Office of Security at the time of registration for the fall quarter, or within twenty-four hours of his arrival should he arrive after registration has been

concluded or within twenty-four hours of its procurement within any semester of the school year.

Owners must have a valid operator's license and must show proof of liability insurance (including medical coverage) at the time of registration and whenever requested by traffic enforcement personnel.

Residence Halls

Oakwood College is a residential college. All unmarried students are required to live in one of the College residence halls and board in the College cafeteria. The only exceptions are those who live with parents or other close relatives who reside in the community of Huntsville.

When campus housing is overcrowded, students age 22 and over may apply to the Housing Committee for permission to live in the community. Under special circumstances, students under 22 may also apply to the Housing Committee for permission to live off-campus in an officially approved home. This privilege does not apply to freshman or sophomore students; nor does it apply to students who are on social, citizenship, or academic probation.

Such applications will be acted on only at the beginning of a semester. Failure to secure official approval to reside in the community or to withdraw from a college residence hall when directed to do so will invalidate the registration of a student. Students who have received approval for off campus living may be called into the college residence halls at any time the administration deems necessary for reasons of discipline or under-utilization of available space in the residence halls.

Each residence hall is under the direction of a Residence Dean who has general supervision of the well being of the students under their charge.

Apartments

The college owns thirty units of one-and two-bedroom apartments which are available for married students. These apartments rent for reasonable amounts. There are also approved apartments in the community, furnished and unfurnished, in which married students may live. For information write the Assistant Vice President for Finance.

Student Labor

Employment Regulations

Regulations require that all employees hired present original documents that establish both their identity and eligibility to work. All students wishing to work on

the Oakwood College campus will be required to present documents before they will be authorized to begin work.

Employees must present either one item from list A or one item from each of lists B and C:

List A

United States Passport
Certificate of United States Citizenship
Certificate of Naturalization
Unexpired foreign passport with attached employment authorization or student visa

List B

A state issued driver's license or ID card with a photograph or information including name, sex, date of birth, height, weight, and color of eyes.
US Military Card

List C

Original Social Security Card (other than a card stating it is not valid for employment)
A Birth Certificate issued by state, country, or municipal authority bearing a seal or other certification.
Unexpired INS Employment Authorization
For more information, contact the Office of Work Education.

Work Education Program

The goal of the Work Education Program (WEP) is to develop students work skills and ethics as well as provide financial assistance for educational costs.

Employment opportunities are available in the following areas:

Administrative Offices	Grounds
Campus Offices	Residence Halls
Campus Post Office	Security
College Market	Skating Rink
Computer Center	Student Center
Custodial	Switchboard
Food Service	Transportation

Oakwood College strives to provide its students with an opportunity to work. Permission to begin working is given only to students who are registered and have produced the documents to prove employment eligibility.

The Counseling Center

A comprehensive program of guidance and counseling services is made available to students.

Services

Services include testing (diagnostic assessment, national placement examinations, CLEP), counseling (personal, career, pre-marital, marriage and family), and developmental guidance (career evaluation, human relations, leadership training, and family life education).

Goals and Philosophy

The Center's emphasis is on personal development. Its primary goal is to help students become more effective in handling and resolving problem situations before they become critical by teaching them what to expect and how to behave adaptively under most circumstances. It is a preventive philosophy which is believed to be most suitable to the needs, beliefs, and practices of Seventh-day Adventists and other fundamentally conservative Christians.

The goal for its consulting activities is to facilitate the continuing development and maintenance of an optimal collegiate environment for learning and individual growth.

Confidentiality

Personal information regarding specific individuals is held in strictest confidence and may not be released without the written consent of the persons involved.

Cost

Professional services to students are given without charge. There are, however, charges associated with the computer scoring and analysis of diagnostic tests and the administration of the national placement examinations and CLEP.

Career Services and International Student Affairs

The Office of Career Services and International Student Affairs (ISA) offers a comprehensive program that assists students and alumni of all academic areas in attaining their career objectives.

The primary goal of the Office of Career Services is to provide career opportunities to our students and alumni through programs which will enhance their professional competencies and increase their marketability. The following services are offered:

1. Employment counseling for all students and alumni.
2. On-campus interviews for seniors, graduate students, and alumni with local, state, and national employers.
3. Mini-workshops and individual counseling sessions on resume and cover letter writing, placement-center orientation, and job-search strategies.
4. Job-listing services which provide current information about specific employment opportunities.
5. Classroom visitations on employment trends, resume writing, job-hunting techniques, and career planning.
6. Luncheon and dinner meetings for faculty and employer representatives to discuss curriculum and programs as they relate to the job market.
7. Internships and Cooperative Education which incorporates work experience into the degree program: theory and practice blended.
8. Literature provided by on-campus recruiters including career opportunities, benefits, salaries, and annual reports.
9. Video tapes, brochures, booklets on interviewing, and resume writing.
10. Annual Career Programs— Career Fairs and Youth Motivation Task Force Conferences.
11. Alumni referral service for graduates seeking employment or change of employment.
12. Screening for international students to be sure they have adequate documentation.
13. Assistance to international students having problems adjusting to college in the USA.

Academic Policies

Curriculum

The curriculum at Oakwood College reflects very distinctly the educational philosophy, purposes, and needs of the Seventh-day Adventist Church. From its earliest history, Seventh-day Adventist education has been multipurpose--a combination of theory and practice. Strong emphasis has been given to providing students with a college program that would grant them job entry and provide opportunities for the development of a personal code of moral and social values for Christian living in contemporary society. It is for this reason that the curricular offerings at Oakwood College have a very pragmatic character. This is true in the humanities, social sciences, applied sciences, and natural sciences. Because of the needs of the Seventh-day Adventist Church, as well as society at large, Oakwood College has developed some disciplines that are almost exclusively professional. However, regardless of the amount of vocational emphasis, all baccalaureate and associate degree programs have been so organized that there is a common core of general education studies required of all students.

The mission of the college strongly emphasizes health, the importance of service to the world, the integration of spiritual instruction and understanding as a part of intellectual growth, and the facilitation of cultural and personal affirmation. The general education core curriculum includes courses in the philosophy of Christian education, basic computer literacy, health and recreation, the humanities, foreign languages, mathematics, natural sciences, religion and theology, and social sciences. Baccalaureate and associate degree programs likewise are designed to harmonize with the key elements of the college's mission.

The college has fourteen academic departments offering over forty majors and about thirty minors. The following degrees are available: Associate of Arts, Associate of Science, Bachelor of Arts, Bachelor of Science, Bachelor of Social Work, and Bachelor of Vocal Performance.

Department	Degree	Major	Minor
Biological Science	B.S	Biology	Biology
	B.S.	Biology Education	
	B.S.	Natural Sciences	
Business and Information Systems	A.S., B.S.	Accounting	Accounting
	B.S.	Admin.Systems Mgmt.	
	B.S.	Business Education	Computer Info.Sys. Finance Management
	A.S., B.S.	Computer Info. Systems	
	B.S.	Finance	
Chemistry	B.S.	Biochemistry	Chemistry
	B.A., B.S.	Chemistry	

Department	Degree	Major	Minor
	B.S.	Chemistry Education	
	B.S.	Medical Technology	
	A.S.	Pre-Occupational Ther.	
	A.S.	Pre-Physical Therapy	
Education	B.S.	Elementary Education	
English and Communications	A.S.	Art	Art
	B.A.	Communications	Communications
	B.A.	English	English
	B.S.	English Education	
	B.A.	Language Arts Ed.	
	B.A.	French	French
	B.A.	Spanish	Spanish
History	B.A.	History	History
	B.S.	Social Science Ed.	Political Science African Amer.Stud.
Family and Consumer Sciences	B.S.	Dietetics	Food and Nutrition
	B.S.	Home Economics	Home Economics
	B.S.	Home Economics Ed.	Child Development
	B.S.	Human Dev/Family Stud.	Apparel & Design
Mathematics and Computer Science	B.S.	Applied Mathematics	Mathematics
	B.S.	Computer Science	Computer Science
	B.A.	Math/Computer Science	Physics
	B.A.	Mathematics	
	B.S.	Mathematics Education	
Music	B.A.	Music	Music
	B.S.	Music Business	
	B.S.	Music Education	
	B.M.	Vocal Performance	
Nursing	A.S., B.S.	Nursing	
Physical Education	B.A., B.S.	Physical Education	Physical Education
	B.S.	Physical Ed. Teaching	
Psychology	B.A., B.S.	Psychology	Psychology Correctional Sc. Sociology
Religion and Theology	A.A.	Bible Worker	Biblical Languages
	B.A.	Ministerial Theology	Min.Theology
	B.A.	Religion	Religion
	B.S.	Religious Education	
Social Work	B.S.W.	Social Work	

The Academic Year

The academic or college year usually starts in late August and ends in July. It consists of two semesters, each of which covers a period of approximately fifteen weeks and a summer session of at least six weeks. Provision may be made for mini sessions during the summer and winter breaks.

Schedule of Classes

Each year the college publishes a schedule of classes which lists the courses offered, the time of meetings, the rooms, and the instructors. The college reserves the right to cancel any course offered for which there are less than six students, and to set limits on class size when necessary.

Course Numbers and Symbols

Courses of instruction are classified as remedial, lower division, and upper division. Remedial courses numbered 090 through 099 are courses which may be required of certain students. Lower division courses are numbered 100 through 299; upper division courses are numbered 300 through 499. Students should take each level in turn to avoid scheduling problems. Code to course symbols are:

AC	Accounting	FR	French
AH	Allied Health	FS	Family and Consumer Sciences
AR	Art	GE	Geography
AS	Admin. Systems Mgmt.	HI	History
BA	Management	MA	Mathematics
BI	Biological Sciences	MU	Music
BL	Biblical Languages	NU	Nursing
CH	Chemistry	PH	Physics
CM	Computer Science	PE	Physical Education
CS	Computer Information Systems	PS	Political Science
CO	Communication	PY	Psychology
EC	Economics	RE	Religion and Theology
ED	Education	SO	Sociology
EG	Engineering	SP	Spanish
EN	English	SW	Social Work
FN	Finance		

Credit

The unit of credit is the semester hour. A semester hour is the amount of credit earned for the satisfactory completion of one hour a week lecture or recitation or at least two hours a week laboratory practice throughout one semester.

Hyphenated courses (e.g. 101-102) indicate that the sequence of courses should be taken in order. Commas separating courses (e.g. 101, 102) indicate that the courses may be taken out of sequence. The symbol 3-3 indicates that the course carries three semester hours of credit each semester for two semesters, which, being hyphenated, should be taken in sequence. The symbol 3,3 indicates that the course may be taken out of sequence.

Study Load

Class load is governed by classification and previous academic performance as follows:

<u>Classification</u>	<u>Minimum Cum. GPA</u>	<u>Maximum Load</u>
Academic Probation	below 2.00	13 hours
All regular students	2.00	17 hours
Sophomores and Juniors	3.00	18 hours
Seniors	3.00	20 hours

The maximum class load for any situation includes incompletes and courses by cooperative arrangement (neighboring colleges).

12 credit hours is considered full-time and will satisfy the following authorities:

1. Immigration and Naturalization Service
2. Selective Service
3. Veterans Administration
4. Health, Education, and Welfare
5. U.S. Department of Labor

Classification of Students

New students are classified upon acceptance by the Office of Enrollment Management. Returning students' classification for the year is determined by the amount of credit they have earned at the beginning of the college year. A student who may meet the hour requirement, but whose cumulative grade point average is below 2.00, will be listed in the next lower class until the cumulative grade point average is raised to 2.00 or better. Student classes are organized early in the fall semester according to the following levels of academic achievement (remedial courses are not included).

<u>Classification</u>	<u>Minimum Cum. GPA</u>	<u>No. of Semester Hours</u>
Freshman	1.70	0 - 29
Sophomore	2.00	30 - 60
Junior	2.00	61 - 92
Senior	2.00	93 -128

Special Students

Special students accepted to the college fall under the following categories:

1. Post Baccalaureate--refers to a student with a bachelor's degree who is enrolled for part-time or full-time work.
2. Unclassified--applies to any student who meets admission standards (but who has no present plans to pursue a degree) or to a student whose classification cannot be determined at the time of admission.
3. Non-Degree--refers to a non-traditional student who desires to take a course or courses for personal development. Credit hours are limited to three per semester.
4. Transient Admission--applies to a student submitting evidence that he or she is in good and regular standing in an accredited college or university but who desires temporary admission to Oakwood College for one semester, the grades and credits of which will be transferred to his or her original institution.
5. Visiting Student-- (Refer to the Cooperative Programs section in this bulletin for details).

Class Standing

Freshmen are limited to lower division courses except by permission of the head of the department in which the course is being taught. The lower division courses are open to freshmen and sophomores and should be completed before the student progresses to the junior and senior years.

A student entering the third year of college work who lacks any of the prescribed courses of the lower division, which are preliminary to upper division work for a degree, must first register for such prescribed courses of the lower division and then complete the program from the upper division.

Beginning freshmen on academic probation will not be allowed to advance to regular academic standing until all academic deficiencies have been removed and at least 12 hours of other college credit have been earned with a minimum GPA of 2.00.

Freshmen will not be allowed to advance to sophomore status until they have passed the Freshman Composition sequence and have a GPA of at least 1.70. Sophomores will not be permitted to advance to junior status, or take any upper division courses, until they have a GPA of at least 2.00. Juniors will not be advanced to senior status, or permitted to submit an approved final year schedule for graduation, until they have passed the English Proficiency Test or EN 250, and have a GPA of at least 2.00.

Permanent Student Records

The student's permanent academic record is the transcript. The transcript contains biographical, geographical, and academic information regarding courses

taken and grades earned. This information is taken from application for acceptance forms, registration forms, teachers' grade sheets, drop/add forms, and teachers' change of grade forms.

Retention and Disposal of Student Records

The retention and disposal of student records is in accordance with the recommendations of the American Association of Collegiate Registrars and Admissions Officers as published in the guide entitled, *Retention of Records: A Guide for Retention and Disposal of Student Records*.

Family Educational Rights and Privacy Act

Oakwood College complies with the Family Education Rights and Privacy Act of 1974. A student's record is regarded as confidential and release of this information is regulated by the Act. Students have the right to inspect their records at any time. Parents of students termed "dependent" for income tax purposes are entitled to receive information relating to the students' educational records upon request. A copy of the Act is on file in the Records Office.

Registration

Registration includes advising, selection of courses, and payment of fees. Students are required to register on the designated registration dates as announced in the bulletin. Information on registration is available at the registration site.

Students are not officially registered for courses until their "registration forms" have been processed by the Records Office and all fees have been paid.

Late Registration

Students failing to register during the scheduled registration periods are assessed a late registration fee of \$35 and \$5 for each additional day to a maximum of \$60. Class periods missed because of late registration are counted as absences from the class. Students registering late may be required by the advisor and the Vice President for Academic Affairs to reduce their class load. Late registrants are required to make up course work already missed.

Withdrawal From College Courses

If students want to add or drop a class or change a section after having completed registration for credit or audit, they should follow these procedures:

1. Drop. Before the deadline (one week after mid-semester): a) obtain form from the Record's Office, b) secure proper signatures, c) pay the appropriate fee, and d) return the form to the Records Office. Expect a W for the class if dropped between the last day for a 60% refund and the deadline. Forgetting or failure to drop officially through processing a form will result in final grade of FA.

2. Add. By the last day of late registration, follow the same steps (a-d) as listed above—under "Drop". A charge of \$10 is made for each change of schedule until the last day for any tuition refund, except when the change is made necessary by the cancellation of a scheduled class or the change of class time which renders it impossible for students to maintain their original schedule.

3. To discontinue a course of study, students must complete a terminal leave form one week before final examinations begin, which may be secured from the Office of Student Services.

Pre-Examination Week

Pre-examination week is the week that precedes the semester's final examinations. During this week no off-campus field trips or extracurricular activities, requiring students' participation, may be scheduled without the permission of the Vice President for Academic Affairs.

Final Examinations

Should the final examination schedule require a student to complete four examinations in one day, arrangements may be made with the department chair to complete one of the examinations at another time. Otherwise, all students must take the final examination in each course at the time listed in the official time schedule. Exceptions may be made only by the Vice President for Academic Affairs.

English Proficiency Examination

Each student is required to take a proficiency examination in English during the junior year. Upper division transfer students who have completed Freshman Composition are required to take the English Proficiency Examination during the first semester in which the examination is offered. This examination is administered as scheduled in the calendar, once during the fall and spring semesters. Students who fail to pass the examination twice are required to enroll in and pass EN 250 English Fundamentals, in order to qualify for graduation. Students who receive at least a B in EN 304 are exempt from this examination. A fee of \$20 is charged for this examination. See the Department of English and Communications for details.

Exit Examination

All seniors are required to pass a departmental exit examination in their major area of study prior to graduation. Exit examinations may be internal or external, i.e., written by the department or obtained from an external source such as the Graduate Record Examination.

Life Experience Policy

Life Experience credit is granted upon the evaluation of accomplishments and competencies not ordinarily considered part of the traditional classroom experience. The program is geared towards the mature adult who has had a minimum of ten years' experience in a given area. Credit, however, is not applicable towards the first five years, and not until the student has completed a minimum of 16 semester hours with a minimum GPA of 2.00 at Oakwood College.

Any credit granted will be for the learning gained, and not just for experience itself. Therefore, it is the students' responsibility to prove to the satisfaction of the Academic Policies Committee that from their experience they have developed competencies that are equivalent to classroom learning. In order to qualify to sit for the challenge examinations, students should follow these procedures:

1. Describe learning experiences believed to translate into academic credit.
2. Suggest what courses are applicable.
3. Review document with academic advisor.
4. Submit documentary evidence that may be used to verify the experiences identified (this would include testimonials from former employers and/or supervisors).
5. Pass challenge examinations in areas for which credit is expected.

The following evaluation formula will be used:

1. For each year of full-time work approved for credit by examination--3 hours
2. Not more than 25 percent of the 128 hours required for graduation shall be earned through life experience.
3. Not more than 25 percent of the requirements for the major may be met through life experience credit.

The charge for life experience credit by examination is \$35 per credit hour.

College Level Examination Program (CLEP)

A student who presents satisfactory evidence of having competence or exposure in a certain area covered by a required course may meet an academic requirement by passing a CLEP test. The following policies apply to the program:

1. The recommended maximum number of CLEP credits a student may apply toward graduation is 32 semester hours.
2. In each major the maximum number of CLEP subject examination credits a student may earn is determined by the major department.
3. In the case of the general education requirements, the Academic Policies Committee will determine which courses can be taken by CLEP and how much credit a student may earn from the basic general education requirements without overlapping in the subject area.
4. The minimum scores listed below must be acquired before credit can be granted.
5. Acceptable CLEP scores shall earn corresponding course credit, but no letter grade shall be assigned or quality points considered.
6. Once CLEP credit is placed on the transcript, a student may not repeat the course for which credit was given by examination for a grade.
7. Incoming students wishing to take the CLEP test before entering Oakwood College must have the approval of the Records Office before the test is taken.
8. All CLEP scores previously obtained at another school are subject to review by the Records Office.
9. A fee covering the cost of the examination and its administration will be charged each student desiring to take the CLEP examination at Oakwood College.

The following table lists the CLEP subject and corresponding courses and minimum scores acceptable at Oakwood College:

CLEP Subject	Score	Course Equivalent
American Government	47	PS 211 (3 hours)
American History I and II	45	HI 211, 212 (6 hours)
American Literature	46	EN 301, 302 (6 hours)
Calculus with Elementary Functions	47	MA 171-172 (8 hours)
College Algebra	46	MA 111 (3 hours)
College French	41	FR 101-102 (6 hours)
College Spanish	41	SP 101-102 (6 hours)
English Literature	46	EN 211, 212 (6 hours)
Freshman College Composition	44	EN 101 (3 hours)
General Biology	46	BI 121-122 (8 hours)
General Chemistry	48	CH 111-112 (8 hours)
Introductory Accounting	47	AC 210-211 (6 hours)
Introductory Business Law	51	BA 475 (3 hours)
Introductory Psychology	47	PY 101 (3 hours)
Introductory Sociology	46	SO 101 (3 hours)

Principles of Management	46	BA 310 (3 hours)
Principles of Marketing	48	BA 411 (3 hours)
Trigonometry	49	MA 112 (3 hours)
Western Civilization I and II	46, 47	HI 103, 104 (6 hours)

Grading System

The college grading system utilizes the four-point scale. The grade point values are outlined as follows:

Grade	Grade Point Per Hour
A (superior)	4.0
A-	3.7
B+	3.3
B (above average)	3.0
B-	2.7
C+	2.3
C (average)	2.0
C-	1.7
D+	1.3
D (below average)	1.0
D-	0.7
F (failure)	0.0
FA (failure due to absences)	0.0
AU (audit)	
DG (deferred grade)	
I (Incomplete)	0.0
NC (non-credit)	
P/U (pass/unsatisfactory)	
W (withdrew)	

Grade Point Average

The Grade Point Average (GPA) for the semester is computed by totaling honor points earned in all courses attempted and dividing by the total hours attempted ($GPA = HP/HA$). Credits for which grades of F, FA, and I are received are included in calculating the grade point average. The symbols AU, NC, DG, W, and P/U are disregarded in computing the grade point average.

The academic progress record allows for repeated courses without GPA penalty. However, the GPA used to determine the eligibility for financial aid includes all work attempted.

Pass/Unsatisfactory Procedures

To qualify for taking courses on a pass/unsatisfactory basis a student must be a sophomore, junior, or senior, and must not be on academic probation. No more than 16 hours may be taken on this basis. The pass/unsatisfactory system applies to elective courses only. A pass is equivalent to a C although some graduate and professional schools treat the P as a D.

Approval for the P/U option should be obtained at the Records Office before the close of late registration. Registration changes in the process are final as of the last day to drop without academic penalty.

Deferred Grade

A deferred grade is assigned when a department is unable to allow students to complete the work because of equipment failure, insufficient time, or research materials having arrived late.

Incomplete Work

When, at the end of a semester, students are behind in their classwork, the teacher does not automatically grant a grade of "I" for more time to do the requirements. If, however, because of interruptive illness or other unavoidable circumstances, students may request the privilege of receiving a grade of "I" to allow more time to fulfill class requirements. They must apply in time so that a final decision is made before the beginning of final examination week. The procedures to be followed are:

1. Obtain and fill out a "Request and Authorization for Incomplete" at the Office of Academic Affairs.
2. Attach a physician's statement if the reason is medical.
3. Obtain the appropriate signatures.
4. Return the form to the Office of the Vice President for Academic Affairs, at least five working days before the beginning of final examinations.

An "I" may be changed to a regular grade when the class work is completed within the approved deadline. Such a deadline might range from a few days to several weeks, but no longer than the sixth week of the next semester, even when the student is not registered the next semester. The "I" automatically converts to an F if not removed within the prescribed time. Should more time because of further illness or unavoidable circumstances be needed to remove the incomplete, the student may, before the deadline expires, request in writing an extension of time from the Academic Policies Committee.

Grade Reports

Grade reports are issued to the student and , if requested by the student, to the parents or guardians at the end of each semester.

Errors and Corrections

Upon the receipt of a grade report, the student should carefully check it for correctness as to the courses, credits, and grades recorded. Requests for corrections must be initiated within one month.

Dean's List

Students with a minimum grade point average of 3.50, who carry a minimum of 15 semester hours with no grade below a B, and no incompletes, are eligible for membership on the Dean's List.

Honor Roll

Students who carry a minimum of 12 hours, and maintain a grade point average of 3.00 or above during a given semester with no grade below a C , shall be considered honor students for the semester.

Honors Convocation

To give formal and public recognition for outstanding scholastic achievement, loyalty to college standards, and exemplary citizenship, the college conducts an annual Honors Convocation. To be eligible for participation the student must have a cumulative GPA of not less than 3.50 for a minimum of 24 hours earned at Oakwood College or a cumulative GPA of 3.25 and a minimum of 33 hours earned at Oakwood College.

Graduation with Distinction

Students are graduated with honors under the following conditions:

Honorable Mention	Minimum cumulative GPA of 3.00
Cum Laude	Minimum cumulative GPA of 3.25
Magna Cum Laude	Minimum cumulative GPA of 3.50
Summa Cum Laude	Minimum cumulative GPA of 3.75

Academic Probation, Suspension, and Dismissal

All students whose cumulative GPA is less than 2.00 are placed on academic probation. This status requires all academic probationary students to take part in the academic improvement program conducted by the Center for Academic Advancement (CAA). Failure of all academic probation students to take part in this program may result in dismissal from the college. Students who fail to make acceptable academic progress in view of the established policies and procedures of the institution will be suspended. A first suspension because of poor academic performance will result in the student being ineligible for readmission or reacceptance consideration for a period of two semesters from the date of suspension. When suspended a second time, students become eligible for readmission or reacceptance after one calendar year from the suspension date, providing that during that time they have attended another accredited college for at least one semester, carrying a minimum of 12 semester hours with no grade lower than C. In both cases, to be so considered, the student must apply for readmission through the Records Office.

Any student who, after four academic semesters or 64 semester hours, has not attained a cumulative GPA of 2.00 will be dismissed for a minimum of two semesters. During this time the student must attend another accredited college for each semester of dismissal carrying a minimum of 12 hours with no grade lower than C. Course requirements must include classes previously taken at Oakwood that received grades of D or F. Application for readmission must be filed with the Records Office.

A student whose cumulative GPA is below 2.00 is denied the opportunity and permission to represent the college in any official capacity or to hold office in any student organization, or to be employed in any academic administrative area involving records and confidentiality. Some social restrictions involving leave requests may also apply.

The following is a list of requirements for students on academic probation:

1. Limit registration to class load of 13 hours per semester.
2. Must be advised by the CAA academic advisors for class schedule approval during registration.
3. Include in class load courses in which the student received a D or F.
4. Must register for remedial courses when the following conditions exist: ACT English score is less than 16 or SAT English score is less than 330; students must register for EN 095 and EN 099. ACT mathematics score is less than 16 or SAT mathematics score is less than 400; students must register for MA 095. ACT composite is less than 17 or SAT composite is less than 710; students must take PY 095.
5. Must successfully pass remedial courses with at least a C before registering for classes in English or mathematics.
6. Must receive weekly tutorial assistance at the CAA.
7. Must attend weekly advising sessions with the CAA academic advisor.

Students on academic probation should expect to take more than two years to complete the requirements for an associate degree and more than four years to graduate with a bachelor's degree.

Monitoring Students Academic Progress (MSAP)

The Committee on Monitoring Students Academic Progress (MSAP), which consists of a consortium of college administrators, departmental chairs, faculty, and staff, insures students' conformance and compliance to the academic policies of the institution. Qualitative and quantitative data of students such as GPA's, class repeats, class failures, remediation, withdrawals, incompletes, and maximum time frames for academic work completion, are all used to determine a student's chances of successfully completing the major course of study.

At least twice a year, this committee meets to review the academic progress of students whose academic standing is in jeopardy. Recommendations are made to suspend, dismiss, retain, or warn based on the data presented.

The committee considers a student's academic progress to be in a serious status when the first semester's current GPA is less than 1.00, or after two semesters the cumulative GPA is less than 1.50, or after four semesters or a total of 64 hours the cumulative GPA is less than 2.00.

Remedial Courses

Beginning freshmen entering Oakwood College on academic probation must pursue a prescribed course of remedial studies during their first year, which may include any of the following: EN 095, EN 099, MA 095, and PY 095. These remedial courses, which are in addition to the 128 hours needed for graduation, must each be passed with a minimum grade of C. Any course failed must be repeated the next semester until passed.

Center for Academic Advancement

The mission of the Center for Academic Advancement (CAA) is to assist students to gain the skills necessary to do college-level work. The program, in collaboration with the Departments of Psychology, Mathematics and Computer Science, and English and Communications, offers Scholarship Skills, Basic Mathematics, Basic English, and Developmental Reading to select groups of students who need to develop scholarship skills. In addition to attending regular lecture classes, students must attend a laboratory once a week in Developmental Reading, Basic Mathematics, and Scholarship Skills. The laboratory component provides opportunity for individualized instruction consistent with student needs and desires. The laboratory setting affords students the opportunity to assess their deficiencies, work to correct them, and receive instant feedback. Laboratory work is considered for a significant percentage of each student's final grade.

Upgraded tutorial services supplement the developmental laboratories through the cooperative efforts of specialists and the tutor supervisor.

The Eva B. Dykes Library

The library supports the educational program of Oakwood College by providing students and faculty with resources and information services for learning, teaching, and research. The library collection is maintained and developed with books, periodicals, multimedia, archival, microform, and CD-ROM materials. The book and bound periodical collections include more than 110,000 volumes.

Library media services provide technological academic support with multimedia, video, audiovisual, and computerized resources and equipment for instruction and research. Special collections include historical materials concerning Oakwood College and African American Seventh-day Adventists, museum archival exhibits and displays, Ellen G. White study materials, and P.W. Ridgeway artifacts.

Reference services provide interlibrary loans and DIALOG bibliographic online searches for research. The library has an automated online public access computerized catalog for rapid retrieval of information materials. The building is modern with three floor levels planned to cover 44,000 square feet to accommodate approximately 200,000 volumes and seating for 400 persons. The library is available for use 75 hours weekly.

Department Curriculum Laboratories

Individual departments of the college may have centers or laboratories for the practical use of their students. For instance, the Mathematics Department has a mathematics/computer science laboratory, located in the Science Complex, Building B, designed as a center for the reinforcement of biology, chemistry, and physics. The Department of Music has a music laboratory, located in the Center for Academic Advancement, designed to help prospective music students overcome deficiencies. The Departments of Psychology and Social Work share a computer laboratory located in Green Hall. Other departments have seminar rooms and places where students may use computers or get special assistance.

Freshman Studies

The Freshman Studies Program is a composite of diagnostic, instructional, and supportive services to first-year students. Its purpose is to increase their potential for academic success and personal adjustment to the demands of college life.

Orientation

The week preceding registration for the fall semester of each year is known as Freshman Orientation Week. New students admitted to freshman status are expected to report as notified and, upon arrival, to participate in all of the scheduled activities of the week. These include orientation to the academic and residential requirements of the college and the resources that are available to assist all students in meeting them successfully, and developmental guidance and instruction regarding tasks, skills, and attitudes that are essential for academic and personal success.

Diagnostic Assessment

During Freshman Orientation Week, the American College Test (ACT) will be administered to new freshmen who have not already taken it or the Scholastic Aptitude Test (SAT).

Results are used for placing students in appropriate courses of study, fulfilling Alabama state requirements for entrance into special programs, and assisting advisors and counselors in their work of helping students to plan their academic programs, evaluate their academic progress, and set realistic personal and career goals. Accumulated data will help the college to determine what areas of its programs and services need strengthening and/or modification in order to effectively fulfill its commitment to the success of its students.

Academic Advisement and Program Planning

Although their declared interests in specific disciplines will be acknowledged, first-year students will be encouraged to concentrate on general education requirements for the purpose of academic exploration and continuing self-discovery. Freshman advisors, by means of extended interviews and performance reviews throughout the year, will assist in the process of confirming or modifying the personal interests and aspirations of each student.

Special Services

Students with special academic and developmental needs will receive appropriate assistance from CAA, the school's learning resource center. Assistance will be in the form of individualized course loads, specialized instruction, tutoring, and counseling performed by a dedicated staff of professional counselors and selected honor students. Referrals for more specialized services will be made as warranted.

Cooperative Programs

Two types of cooperative programs are made available at Oakwood College: 1) Visiting Students, and 2) Off-campus Employment.

A visiting student arrangement exists with Alabama A & M University, Athens State College, John C. Calhoun State Community College, The University of Alabama in Huntsville, and Oakwood College. Under this arrangement, a student at any of the participating institutions may request permission to attend a class at one of the other schools. Conditions governing the granting of permission include the following:

1. The student must be a full-time student.
2. The student must have an overall C average.
3. The course desired must be unavailable at the student's home institution.
4. The student's request must be approved by the advisor and other appropriate personnel.
5. Permission of the institution teaching the course is dependent upon availability of space for the visitor after its own students are accommodated.

Any student interested in participating in the Visiting Student Program should contact the Vice President for Academic Affairs for information and procedures.

Off-campus employment is available at businesses or professional establishments upon prior approval. Contact the Office of Career Services for information.

Repeated Courses

There is no limit to the number of times a course may be repeated. The better grade for the repeated course will be accepted for credit.

Auditing Courses

Persons who are interested in auditing courses should register during regular registration. No credit is given for a course audited and the tuition charged is one-half the regular charge for credit. A course started on the auditing basis cannot be changed to a credit basis after the first week of the course.

Correspondence Courses

Oakwood College recognizes and accepts credit for courses taken with Home Study International, which is the Extension Division of the Associated Colleges of Seventh-day Adventists.

A maximum of 12 semester hours of correspondence work may apply toward a baccalaureate degree program and 8 semester hours toward an associate degree. All requests for correspondence work must be approved by the Records Office and/or the Academic Policies Committee.

Ordinarily, a student will not be permitted to carry correspondence while in residence if the required course is obtainable at the college.

It is not recommended that seniors do any correspondence or extension work. Where this is an absolute necessity, the official transcript for the work completed must be in the Records Office by December 31 for spring graduation.

A correspondence course with a D grade or below is unacceptable. No correspondence credit will be entered on the student's record until a minimum of 16 hours in residence with a cumulative average of at least C has been earned. Home Study Institute courses do not meet the Alabama State Certification requirements for education majors.

Writing Emphasis Courses

Two writing emphasis courses of at least two hours each are required of all upper division students. Each department will designate and supervise at least one required course for its majors which will emphasize essay type tests and/or written reports or a term paper. A (W) after a course title designates a writing course.

Research and Independent Study Courses

Certain departments offer courses entitled "Research and Independent Study" for 1 to 3 hours credit each to provide qualified students an opportunity to work on problems or topics of special interest, to engage in research projects, and to do scholarly study as advanced work. Following are fundamental requirements for enrolling in such a course: The student must 1) be a junior or senior in residence with at least a B average or the permission of the instructor and the department chair, 2) make application at the time of pre-registration or registration by conferring with the chair of the major department, 3) be a major in the department in which the course is offered, and 4) receive in writing the specific requirements and expectations of the course from the instructor. A Research and Independent Study course with a minimum of two hours credit may qualify as a "writing emphasis" course.

Adventist Colleges Abroad

Adventist Colleges Abroad (ACA) is a consortium of Seventh-day Adventist Colleges and Universities in North America under the auspices of the Board of Higher Education, General Conference of Seventh-day Adventists, Silver Spring, Maryland.

The ACA consortium provides opportunities to qualified undergraduate students for study in other countries such as Argentina, Austria, France, Kenya, and Spain, while completing the requirements of their programs at their home colleges. This allows students to be immersed in the culture and life of another country while becoming conversant in its language. Through such experiences students also may gain an appreciation of and perhaps an inspiration for mission or other multi-cultural service (see Records Office for details).

Summer School

Under the umbrella of the Graduate Extension Program with Andrews University, the college offers brief intensive courses and workshops. Undergraduate courses in the teacher certification program are also offered during the summer.

Transient Letters

Students desiring to register at another college or university with the intent of returning must obtain a transient letter from the Records Office, which recommends the student for temporary admission to the other school without the students' having to go through normal admission requirements. Transient letters, however, are not granted for attendance at colleges or universities within a fifty-mile radius of Huntsville during the fall or spring semesters.

Transient credit with grades below C- is unacceptable. Acceptable credit is recorded as transfer credit. Students from other schools desiring transient admission to Oakwood must provide an official letter of support from the home institution.

Transcripts

The Records Office releases official transcripts of a student's work at the college upon the student's written request. Telephone requests cannot be honored.

A student may secure an unofficial transcript to use, but official transcripts must be sent directly to other colleges, organizations, and other approved sources.

The college reserves the right to withhold all information concerning the record of any student who has unpaid accounts or other charges, or who is in delinquent or default status in payment of student loans.

Two weeks should be allowed for the processing and mailing of the transcript after the request has been received. Official transcripts from other institutions which have been presented to Oakwood for admission and evaluation of credit become the property of Oakwood and are not reissued or copied for release. Each student is entitled to one official transcript without charge. A fee of \$2.00 is

charged for each additional official transcript and \$1.00 for an unofficial transcript for unenrolled students.

Class Absences

Attendance with punctuality is required at all classes and laboratory appointments. Absences are counted from the first official day of classes. If for any reason the total hours of absence are double the number of credit hours of the course per semester, credit may, at the discretion of the instructor, be forfeited and a grade of FA be recorded.

Authorized leaves of absence from campus do not excuse the student from required class work. The student, however, must make arrangements with the teacher for every anticipated school trip and other authorized leaves at least 72 hours before the beginning of such anticipated schedules. All make-up work, involving examinations and other class requirements, must be made up within seven days after the absence occurs.

It is the responsibility of students to keep a record of their absences, to keep themselves informed of the requirements of the instructor, to take all examinations at the time prescribed by the instructor, and to turn in all assignments when they are due.

Student Missionary Program

Each year, several Oakwood students go to foreign lands to serve as missionaries. Their responsibilities range from religious leadership, teaching, and industrial/vocational work. For details, contact the Department of Campus Ministries, Oakwood College.

Following are the academic requirements for student missionaries:

1. Applicants must have attained at least sophomore standing (minimum 30 semester hours) with a cumulative grade point average of C or above, and no grade below C in all English composition and grammar courses.
2. Applicants must have a B average or above in the subject area that they are expected to teach as student missionaries.
3. Upon completion of a year of satisfactory service as a student missionary, the student shall receive three hours of elective credit on a pass/fail basis in the area of Student Foreign Service. Quality of service is determined by a written evaluation from the immediate supervisor or appropriate official over the student missionary. Students may opt for an additional three hours should they secure prior approval from the instructional department and the Academic Policies Committee establishing that more specialized mission services will be experienced such as, but not limited to, teaching certain academic disciplines.

Student missionaries in active service are considered full-time students.

Academic Honesty

Oakwood College is dedicated to scholastic integrity. Consequently, students of the college are required to maintain high Christian standards of honesty. If students are found or suspected of engaging in any of the following types of academic misconduct, the procedures set forth in this policy will be implemented.

Types of Academic Dishonesty:

1. Dishonesty in testing (e.g., copying from another student's paper, using unauthorized materials, or collaborating with any other person without authority from the instructor during an examination; stealing test materials; obtaining test information prior, during, or after an administered examination; or any other form of test dishonesty).
2. Plagiarism-defined as unacknowledged use of another's work (e.g., submitting any written, oral, aesthetic, computer, or laboratory work prepared totally or in part by another person; such work need not be copyrighted).
3. Any other practice deemed by the college as academic misconduct not listed above.

Procedures for Handling Academic Dishonesty:

If a teacher finds irrefutable evidence of academic dishonesty, the teacher should immediately speak with the student and issue zero credit for the particular examination, assignment, or project.

If academic misconduct is suspected by a teacher, that teacher must follow certain steps.

1. The teacher must first speak with the student about the question of dishonesty. If the student acknowledges engaging in academic misconduct, the student will be given no credit for the particular examination, assignment, or project.
2. If the situation cannot be resolved between the teacher and student, then it must be brought to the attention of the teacher's department chair.
3. If the department chair is unable to resolve the matter, the Vice President for Academic Affairs must then be consulted, and may refer the issue to the Academic Appeals Committee.
4. Subsequent incidents of academic dishonesty make a student eligible for dismissal from the college. Students are, however, given the option of appealing this decision to the Academic Appeals Committee.
5. Each established incident of academic misconduct shall be departmentally documented and submitted to both the student, the student's major department chair, the Vice President of Academic Affairs, and the Vice President of Student Services.

Academic Grievance

Any student who desires to express concern regarding instructional matters such as perceived unfairness, grading methodology, cheating, or some other misunderstanding within or without the classroom is encouraged to confer first with the teacher of the class and, if deemed necessary, with the teacher's department chair. If the matter is not resolved satisfactorily at the first two levels, the student should contact the Vice President for Academic Affairs.

The Vice President for Academic Affairs will review the matter to a) make a final determination of the matter, or b) refer the matter to the Academic Appeals Committee for further review and recommendation. In either case, the final decision is the responsibility of the Vice President for Academic Affairs.

The Academic Appeals Committee receives referrals directly from the Vice President for Academic Affairs. Cases are referred to this committee if the Vice President for Academic Affairs determines more information is needed to make an equitable decision. The process is as follows: a) the Vice President for Academic Affairs notifies the chair of the Appeals Committee of the student's concern, b) the aggrieved student submits a written report of the complaint to the chair of the Appeals Committee, and c) a recommendation is made to the Vice President for Academic Affairs.

Students or faculty members have the option to appear in person before the Appeals Committee, bringing documentation to support their views; however, it is not required that they appear in person. It should be understood that the purpose of the appeals process is to peaceably resolve issues which have not been resolved through other means. Therefore, the approach to problem resolution in the appeals process is through consensus, so far as is possible.

The membership of the Academic Appeals Committee consists of six individuals, that include: the USM Academic Vice President (chair), two elected student representatives, two full-time teaching faculty, and one full-time staff member. The Vice President for Academic Affairs, or designee, may choose to sit with the Appeals Committee for purposes of hearing the discussion or for clarification of issues, but not for voting purposes.

Bulletin Selection

Students may meet degree requirements under the bulletin of initial registration or any bulletin in effect during the time of continuous residence at Oakwood. Selecting the senior year bulletin must be done prior to the final semester of the graduating year. Students who discontinue enrollment must meet the following bulletin requirements:

1. If unenrolled for one calendar year or less, students may return under any bulletin in effect during their previous continuous residence. Transfer credit will be accepted provided that a transient letter request has

received prior approval from the Records Office.

2. Students unenrolled for more than one calendar year must meet the requirements of the current bulletin.
3. Seniors with 12 hours or less remaining at the time of spring graduation have a maximum of two calendar years to complete their requirements and remain under the bulletin they selected during their senior year.
4. All transfer students must fulfill the requirements of the current bulletin.

Double Major

Students may enroll for a double major provided they meet all of the requirements for both majors. Pursuing a double major will require more than 128 hours and take longer than four years to complete.

Requirements for Baccalaureate Degrees

General

1. A candidate for a degree must have a satisfactory academic record and be of good moral character. In addition, the candidate must possess personal attributes which will reflect well upon Oakwood College. The college reserves the sole and final right to determine whether the candidate possesses such personal attributes.
2. The responsibility for meeting requirements for graduation rests primarily upon the students. They must acquaint themselves with the requirements as outlined in the College Bulletin, and, with the aid of their advisor, plan their work so as to fulfill each one of the requirements at the regular level of academic progress.

Quantitative

1. The satisfactory completion of required remedial courses and removal of admission deficiencies.
2. The satisfactory completion of the general education requirements.
3. The satisfactory completion of a major of at least 30 hours, including a minimum of 16 hours of upper division courses, except in Interdisciplinary Studies.
4. The satisfactory completion of a minor if required (see individual departments). A minor must be between 18-21 hours, of which 8 hours must be upper division.
5. The satisfactory completion of the oral and written proficiency requirements (English Proficiency Examination and CO 201 Fundamentals of Public Speaking).
6. The satisfactory completion of two upper division writing emphasis courses, one of which must be in the major.

7. The satisfactory completion of a minimum of 128 semester hours (does not include credit for remedial classes) including 40 hours at the upper division level and not more than 64 hours total in the major and minor.
8. The satisfactory completion of four hours of "free" electives--courses outside the major and minor areas of study.
9. The satisfactory completion of the major departmental exit examination.

Qualitative

1. The attainment of a minimum cumulative GPA of 2.00.
2. The attainment of a minimum overall GPA of 2.25 in the major and 2.00 in the minor fields. No grade below C (2.00) may apply towards the major or minor. No grade below D (1.00), or C- (1.70) for EN 101 and EN 102, may apply towards the general education requirements.

Residence (requires Oakwood College registration)

1. The satisfactory completion of a minimum of 32 semester hours of which 24 semester hours must be during the senior year.
2. The satisfactory completion of a minimum of 20 semester hours at the upper division level.
3. The satisfactory completion of 8 upper division hours in the major field.
4. The satisfactory completion of 3 upper division hours in the minor field if a minor is selected.

The Bachelor of Arts in Interdisciplinary Studies

The General Education Requirements are the same as for other B.A. degrees. Instead of a major, three disciplines of 24 hours each are required. Each discipline must include 11 upper division hours and fulfill the requirements for a minor if offered and be approved by separate advisors. No more than two disciplines can be from the same department.

Second Bachelor's degree

Two different bachelor degrees may be conferred at the same time if the candidate has met the requirements of both degrees, and has completed a total of 160 semester hours of credit. The college does not grant two degrees of the same kind to any one person at the same time, such as two B.A.'s or two B.S.'s. Students may, however, earn a second degree after one degree has been conferred by completing an additional 32 semester credits, meeting the basic degree requirements of both degrees, and the requirements of a second major.

General Education Requirements For All Bachelor Degrees

Education and Business	4 hours
Required: ED 250 and CS 100. Students not having passed one year of high school typing must take AS 120.	
Health and Physical Education	4 hours
Required: PE 211 and three hours of activity courses .	
Humanities	15 hours
Required: EN 101-102 (minimum C-), EN 201 or 211 or 212 or 301 or 302, AR 217 or MU 200, and CO 201.	
Modern Foreign Languages	0-6 hours
Required of all candidates for the B.A. degree. All other degree candidates may be exempt if they have passed two years of the same foreign language in high school.	
Natural Sciences and Mathematics	12 hours
Required: Three hours each in Biology, Mathematics, and Physics; Recommended for non-science majors: BI 101, MA 101, and PH 101. The remaining three hours elected from Biology, Chemistry, Mathematics, Physics, or Nutrition.	
Religion and Theology	6-11 hours
Required: RE 201 or 202 and RE 331. (HI 314 may substitute for RE 331, but will only receive history credit and requires three other hours of religion). Of the remaining five hours, only three hours may be in applied theology. Students not having passed two years of high school Bible must include RE 101, except transfer students who have completed six hours of college Bible. Requirements for transfer students: freshmen must take 11 hours, sophomores, 8 hours, juniors and seniors, 6 hours. All transfer students must take RE 201 or 202 and RE 331.	
Social Sciences	9 hours
Required: HI 103 or 104 or HI 211 or 212, three hours elected from History, Geography, or Political Science, and three hours from PY 101, SO 101, or SW 201.	
Free Electives	4 hours
These are courses outside of the major and minor areas of study.	
Total	54-65 hours

General Education requirements in some disciplines may differ from the above listing. Consult the departmental requirements.

Requirements for Associate Degrees

1. The satisfactory completion of required remedial courses and removal of admission deficiencies.
2. The satisfactory completion of the general education requirements.
3. The satisfactory completion of a minimum of 64 semester hours with a minimum cumulative GPA of 2.00.
4. The attainment of a minimum overall GPA of 2.25 in the major. No grade below C may apply towards the major.
5. Minimum of 24 semester hours in residence at Oakwood College.
6. The satisfactory completion of the major departmental exit examination.
7. Two hours of "free" electives--courses outside the major area of study.
8. A maximum of 32 semester hours in the major.

General Education Requirements For Associate Degrees

Business	3 hours
Required: CS 100 or AS 311. Students not having passed one year of high school typing must take AS 120.	
Health and Physical Education	3 hours
Required: PE 211 and two hours of activity courses.	
Humanities	9 hours
Required: EN 101-102 (minimum C-) and CO 201.	
Natural Science and Mathematics	6 hours
Required: MA 101 and one course from BI 101, CH 101, FS 131, or PH 101. Advanced courses in these areas may be substituted with departmental approval.	
Religion and Theology	6 hours
Required: RE 111(RE 101 if student has not taken two years of high school Bible)and RE 201 or 202.	
Social Sciences	6 hours
Required: HI 103 or 104 or 211 or 212, and three hours from History, PY 101, SO 101, or SW 201.	
Free Electives	2 hours
These are courses outside of the major and minor areas of study.	
Total	35 hours

Degree Candidacy

Students are considered degree candidates when the following have been satisfactorily met:

1. Approval of Application for Graduation and Final Year Schedule through the major advisor to the department chair (September 15), and the Senior Program Coordinator (October 1), for students enrolled during the fall semester.
2. Payment of the required graduation fee of \$75, and \$35 extra for each additional degree, by January 15 (\$10 late fee).
3. CLEP and Home Study results must be in the Records Office by December 31 and transfer results by April 1 for spring graduation.

No application for spring graduation will be accepted after February 1.

Graduation Diplomas

Diplomas for degree candidates are ordered for those qualified to participate in the senior presentation program. Diplomas are only issued at commencement to graduates who have fulfilled all academic and financial obligations with the college.

Graduation in Absentia

All degree candidates are expected to participate in the Commencement exercises. Requests to graduate in absentia must be sent to the Records Office accompanied by a \$40 fee.

Adult and Continuing Education

Oakwood College developed the Leadership Education for the Adult Professional (LEAP) Degree Completion Program to meet the needs of working adults who are twenty-five or older and have two or more years of college credits. Typically, these individuals are employed full-time and are unable to meet their educational needs through the traditional method.

This program offers an innovative format that allows the student to earn a bachelor's degree by attending class one night per week on a year-round basis within a manageable amount of time. Classes begin at different intervals during the year, thus allowing students the flexibility of planning their own course completion. Students meeting all prerequisites can complete the program in approximately 18 months.

Admission Information

The requirements to be met are:

1. Successful completion of a minimum of 60 semester hours from an accredited college/postsecondary institution.
2. Minimum age of 25 with at least two years of relevant work experience.
3. GPA of 2.00 or better on a 4.00 scale on all prior academic work.
4. Completion of application form and payment of the \$15 application fee.
5. Official transcripts from all colleges and universities previously attended.
6. Completion of credit for prior learning interview (waived if general education requirement has been met, and a total of 84 semester hours have been accepted for transfer).

Any applicant not meeting some of the above-stated requirements may be considered for special admission by the LEAP admission committee. If accepted, the applicant will be informed of any general education courses still required, accompanied by a recommendation as to when and where they can be completed.

Bachelor of Science in Organizational Management

Major Requirements:

OM 415	Module 1	Group and Organizational Behavior	3 hours
OM 470	Module 2	Career and Life Assessment	2 hours
OM 417	Module 3	Organizational Concepts	3 hours
OM 302	Module 4	Organizational Communication	3 hours
OM 314	Module 5	Methods of Research and Analysis	<u>3 hours</u>
Total Semester One			14 hours
OM 490	Module 6	Organizational Research Project I	2 hours
OM 320	Module 7	Prin. of Management and Supervision	4 hours
OM 430	Module 8	Managerial Economics	3 hours
OM 410	Module 9	Marketing in a Global Economy	3 hours
OM 300	Module 10	Life of Christ/Gospels	<u>3 hours</u>
Total Semester Two			15 hours
OM 332	Module 11	Accounting for Managers	3 hours
OM 383	Module 12	Human Resources Management	3 hours
OM 451	Module 13	Contemporary Theology	3 hours
OM 461	Module 14	Organizational Ethics and Law	3 hours
OM 491	Module 15	Organizational Research Project II	<u>3 hours</u>
Total Semester Three			15 hours

General Education Requirements:

Computer and Health	5 hours
Humanities	15 hours
Natural Science and Mathematics	9 hours
Social and Behavioral Sciences	<u>9 hours</u>
Total	38 hours

Other fields of study will be added as LEAP expands. For more information contact Marcia Keller, Director, at 205-726-7098.

Departments of Instruction

Department of Biological Sciences

Professors: Gibbons, Lubega
Associate Professors: Paul (Chair), Schmidt
Assistant Professors: Maulsby, Uppala

Majors: Biology (B.S.)
Biology Education (B.S.)
Natural Sciences (B.S.)

Minor: Biology

Purpose

It is the purpose of the Department of Biological Sciences to develop in its students a thorough understanding of and appreciation for principles underlying basic functions of the living organism. The curriculum is designed for those who plan to enter medical or dental schools, allied health schools, or those planning to teach in elementary or secondary schools. Opportunity is also available for laboratory research experience for those planning to enter biomedical research careers.

High School Preparation

Courses in biology, chemistry, general science, and mathematics are all highly desirable and it is strongly recommended that all high school students wishing to pursue a career in the sciences take these classes.

Application for Admission

To be admitted as a major in the Department of Biological Sciences, students must have completed at least 32 hours of course work, including EN 102 Freshman Composition and BI 122 General Biology, and have an overall minimum GPA of 2.25. Application forms must be obtained from, and returned to, the department.

Exit Examinations

All senior biology majors are required to take one of the following exit examinations: the ETS Biology Test which must be passed within two standard

deviations of the national norm or the GRE advanced biology test which must be passed with a score of at least 850.

Career Opportunities

Biology, the study of living things, is a science that has many specialties and existing opportunities for rewarding careers. Modern biology is pursuing the quest for a full understanding, at the molecular level, of the basic mechanisms underlying life processes. Modern biology is also concerned with current social issues related to human health, behavior, over-population, and those that impact on the earth's natural, life sustaining environment. Many more trained biologists will be needed, in addition to health professionals, to find an effective answer to the AIDS dilemma.

Graduates from this department may also have careers in agriculture, allied health, dentistry, medicine, and teaching.

Bachelor of Science in Biology

Major Requirements:

BI 121-122 General Biology	8 hours
BI 204 Introduction to Research	1 hour
BI 230 Plant Biology	3 hours
BI 321 Genetics	3 hours
BI 323 Undergraduate Research	1 hour
BI 401-402 Biology Seminar	2 hours
BI 430 Philosophy of Science	2 hours
BI 460 Cellular and Molecular Biology	3 hours
BI Electives*	15 hours
MA 111-112 Pre-Calculus	6 hours
MA 211 Survey of Calculus	3 hours
PH 111-112 General Physics	8 hours
CH 111-112 General Chemistry	8 hours
CH 301-302 Organic Chemistry	8 hours
Total	71 hours

*Pre-medical students must include BI 225 Embryology, 331 Histology, and 480 Mammalian Anatomy; also CH 401-402 Biochemistry, and discuss requirements with their advisors by the first semester of their junior year.

Bachelor of Science Biology Education

This program qualifies a person to teach secondary school biology. After graduation, students may apply for the Alabama Class B Certificate: Biology, grades 7-12 and SDA Basic Teaching Certificate: Biology, grades 7-12.

Refer to the Department of Education section in this bulletin for the program outline. Program Advisor: A. Paul.

Bachelor of Science in Natural Sciences

Students who have been accepted to accredited medical, dental, or optometry schools before completing requirements for an undergraduate degree at Oakwood College may be awarded a Bachelor of Science in Natural Sciences upon successful completion of the first year of medical, dental, or optometry studies provided the following conditions are met:

- 1. Complete three years in an accredited undergraduate program of which at least the last year must be taken in residence at Oakwood College.
- 2. Complete the general education requirements for a bachelor degree.
- 3. Provide proof from a professional school of medicine, dentistry, or optometry of successful completion of the first year of the respective professional school.

The B.S. in Natural Sciences is the only degree awarded to such students regardless of their specific major pursued while in undergraduate school. Students who wish to apply for this degree must do so in writing to the Chair of the Department of Biological Sciences by January 1.

Major Requirements:

BI 121-122 General Biology.....	8 hours
BI 321 Genetics.....	3 hours
BI Electives	3 hours
MA 111-112 Pre Calculus	6 hours
MA211 Survey of Calculus	3 hours
PH 111-112 General Physics	8 hours
CH 111-112 General Chemistry	8 hours
CH 301-302 Organic Chemistry	<u>8 hours</u>
Total	47 hours

General Education Requirements variation :
Omit one Religion elective course

Minor in Biology

BI 121-122 General Biology	8 hours
BI 230 Plant Biology	3 hours
BI Electives (upper division)	<u>8 hours</u>
Total	19 hours

The MARC Program

The Department of Biological Sciences is actively involved. Refer to the Department of Chemistry section in this bulletin for further information.

The MBRS Program

A Minority Biomedical Research Support Program grant from Oakwood College has been approved by the National Institute of Health, and the department is awaiting funding to start up this program. Depending on the receipt of funds, about six to eight students will be granted annual tuition and fees scholarships.

Neurophysiological Research Program

In collaboration with the noted neurophysiologist, Dr. David Trouth, from the Department of Physiology and Biophysics, School of Medicine, Howard University, in Washington, D.C., the Department of Biological Sciences is initiating a research program in neurophysiological research. Several students have expressed a keen interest in this program which will offer hands-on research experiences.

Description of Courses

BI 101, 102 The Life Sciences

3,3 hours

This course is designed for non-science majors. It is a basic study of biological principles involving various plants and animals. A major objective is the presentation of the concept of man in his biological background. Simple laboratory experiments are designed to augment lecture material. These experiments can be used to teach on all grade school levels from preschool to high school. One two-hour laboratory is required each week. Does not apply to a major or minor in biology.

BI 111-112 Human Anatomy and Physiology

3-3 hours

This course is designed for those not majoring in biological sciences such as nursing majors and allied health majors. It is a basic study of the structure and function of the human organism including the cells, tissues, organs, and organ system. One three-hour laboratory is required each week. Does not apply to a minor in Biology.

BI 121-122 General Biology

4-4 hours

A study of the fundamentals of biochemistry, physiology, genetics, zoology, systematics, behavior and ecology. Three hours of laboratory are required each week.

BI 204 Introduction to Research

1 hour

The course is designed to provide the student with the opportunity to study various methods and techniques related to and/or necessary for the development of a research protocol and engage in limited research. Directed study. Prerequisites: BI 122, CH 112, MA 112, or permission of instructor.

- BI 221 Microbiology** **4 hours**
The nature of bacteria and disease-producing organisms with their habits and methods of reproduction and the relation of these organisms to disease in the human body are studied. Three hours of laboratory are required each week.
- BI 225 Embryology** **3 hours**
A study of the embryonic development of animals with emphasis on the developmental morphology of vertebrates. Three hours of laboratory are required each week. Prerequisite: BI 122.
- BI 230 Plant Biology** **3 hours**
A study of the phylogeny, structure, reproduction and photosynthesis, beginning with simple unicellular and proceeding through various levels of complexity to the flowering plant. Three hours of laboratory are required each week.
- BI 316 Biological Instrumentation** **2 hours**
This course is designed to introduce the student to a variety of laboratory instruments, their care and usage through specially designed experiments. Two hour lecture, two three-hour labs per week. Prerequisites: BI 122, CH 112, MA 112, or permission of instructor. Offered alternate years.
- BI 321 Genetics** **3 hours**
A study of the principles of inheritance in living organisms. Three hours of laboratory are required each week. Prerequisites: BI 122 and CH 302.
- BI 323 Undergraduate Research** **1 hour**
Directed independent research in an approved area. Topics must be chosen, discussed, and approved by the teacher at least one semester prior to initiation of the study. Prerequisite: BI 204.
- BI 331 Histology** **3 hours**
A study of the microscopic anatomy of vertebrate tissues and organs including references to their functions. Prerequisite: BI 122.
- BI 380 Comparative Vertebrate Anatomy** **3 hours**
A study of the comparative anatomy of the chordates with emphasis on the vertebrates. Detailed dissections of the shark and cat are made in the laboratory. Three hours of laboratory are required each week. Prerequisite: BI 122.
- BI 401-402 Biology Seminar** **1-1 hour**
Discussion and written report on both historical and current research findings in the Biological literature. The student is expected to be familiar with the significant contributors, both past and present, to the present body of biological knowledge. Prerequisite: Senior standing or permission of instructor.

BI 415 Biostatistics**2 hours**

An introductory course on probability theory and statistics. Special emphasis is given to biological applications for sampling, tests of central tendency and dispersion, and experimental design. Three hours of laboratory are required each week. Prerequisite: MA 112. Offered alternate years.

BI 422-423 General Physiology**3-3 hours**

Function and control of all major organ systems. Emphasis would be placed on a comparative approach to the study of these systems. Includes topics in cellular physiology and mechanisms on both the cellular and subcellular levels, with emphasis on biochemical and biophysical processes. Three hours of laboratory are required each week. Prerequisites: BI 122, CH 302, and PH 112.

BI 425 General Ecology**3 hours**

A study of the basic principles of plant and animal ecology. Field trips to nearby areas illustrating these principles are a part of the laboratory. Three hours of laboratory are required each week. Prerequisite: BI 122.

BI 430 Philosophy of Science**2 hours**

A comparative study of the evidences for the origin and history of living things as they relate to the scientific and biblical records. Prerequisite: BI 122 or permission of instructor.

BI 440 Parasitology**3 hours**

A study of the parasitic forms of protozoans, helminths, and arthropods, their life cycles, controls, and economical, social, and health significance. Three hours of laboratory are required each week. Prerequisite: BI 122.

BI 451 Special Topics in Zoology**2 hours**

The special topics and prerequisites will be stipulated by the instructor, on approval of the department chair, at the time of registration. The topics include but are not limited to: biosystematics, entomology, animal behavior, histological microtechniques, mammalogy, symbiosis, and special problems in zoology. Prerequisite: BI 122.

BI 452 Special Topics in Botany**2 hours**

The special topics and prerequisites will be specified by the instructor, on approval of the department chair, at the time of registration. The topics include but are not limited to: plant pathology, special problems in botany, and plant morphology. Prerequisite: BI 122.

BI 455 Immunology**3 hours**

This course is a study of the response by the immune system to antigens including infectious microbial agents, allergens, and self molecules. Aspects of both humoral and cellular immune systems along with applications in clinical immunology are considered. One three-hour laboratory is required each week. Prerequisite: BI 122.

BI 460 Cellular and Molecular Biology (W)**3 hours**

A study of cell ultrastructure, and organelles as related to function. Structure and properties of macromolecules are also examined. Three hours of laboratory are required each week. Prerequisites: BI 122 and CH 302.

BI 480 Mammalian Anatomy**4 hours**

Primarily for pre-medical and pre-dental students with special emphasis on dissection of human cadaver. Three hours of laboratory are required each week. Admission to this class requires senior status, a GPA of 3.00 or better in the sciences, or permission of the instructor on a space available basis. Prerequisites: BI 225 and BI 380.

BI 484 Mycology**3 hours**

The study of fungi, its morphology, physiology, social, and economic importance. One three-hour laboratory is required each week, using the cadaver when available. Prerequisite: BI 122. Offered alternate years.

BI 490-491 Research and Independent Study**1-1 hour**

The laboratory or field project must be chosen following consultation with a faculty member who will help the student in preparing the research protocol to be approved by the department's research committee. A minimum of six hours per week in laboratory field work is required. Approval of the research topic by both the instructor and research committee must be completed prior to registration for this course. Course grade will be determined by laboratory or field performance, a written report, and an oral presentation of the findings to the entire faculty. Prerequisites: BI 323, cumulative GPA of at least 3.00 in science and non-science subjects, consent of the instructor, and approval of the research topic by the department's research committee at least one semester before research is initiated.

Department of Business and Information Systems

Associate Professors: Gill, Ogum, Tucker (Chair)

Assistant Professors: Brathwaite, Gunn, Jeries, Theuri, Williams

Majors: Accounting (A.S., B.S., and Certificate)
Administrative Systems Management (B.S.)
Business Education (B.S.)
Computer Information Systems (A.S. and B.S.)
Finance (B.S.)
Management (B.S.)

Minors: Accounting
Computer Information Systems
Finance
Management

Purpose

It is the purpose of the Department of Business and Information Systems to provide each student with a broad base of conceptual, technical, and human skills as they relate to the principles, practices, and ethics of business. The goals of the department are: to provide the student with relevant basic skills in the functional areas of business; to assist in the development of a Christian philosophy; to encourage preparation for entry into positions of responsibility of government, industry, the community, and the church; to avail all students with technical skills in the area of computer literacy; and to provide a foundation for students choosing to pursue graduate degrees.

Application for Admission

To be admitted as a major in the Department of Business and Information Systems, students must have completed at least 32 hours of course work, including EN 102 Freshman Composition, and have an overall minimum GPA of 2.00. Application forms must be obtained from, and returned to, the department.

Transfer Credit

A student is permitted to satisfy a 300/400-level course requirement with a 100/200-level course taken at another college or university only if the student successfully passes a comprehensive examination administered by the department. Before a course is considered for transfer credit, the student must obtain from the college offering the 100/200-level course the following: a syllabus of the

course; course title and credit; textbook(s) used; topics covered and amount of time spent on each topic; activities required of students; and evaluation materials and procedures used to assess student learning and achievement.

Exit Examinations

All majors in the Business and Information Systems Department are required to take a written exit examination, administered during the spring semester of the student's senior year, and pass with a minimum score of 60 percent.

Bachelor Degrees

The following core courses are required of all business students as part of their major.

Business Core Curriculum:

AC 210-211 Principles of Accounting	6 hours
BA 302 Organizational Communications	3 hours
BA 310 Principles of Management	3 hours
BA 350 Information Systems Management *	3 hours
BA 475 Business Law	3 hours
BA 480 Business Policy	3 hours
CS 110 Introduction to Computer Programming**	3 hours
EC 281 Principles of Macroeconomics	3 hours
EC 282 Principles of Microeconomics	3 hours
FN 311 Principles of Finance	3 hours
MA 171 Calculus	4 hours
MA 321 Statistics	<u>3 hours</u>
Total	40 hours

*Not needed by accounting majors.

General Education Requirement variation:

**CS 110 substitutes for CS 100 for computer science majors.

Bachelor of Science in Accounting

This degree is designed to offer an institutional program with an emphasis on the principles and concepts of accounting relating to measuring, recording, classifying, summarizing, and the interpreting of financial transactions. It prepares students for accounting careers in business, government, not-for-profit organizations, and graduate school.

Major Requirements:

Business Core Curriculum	37 hours
AC 320-321 Intermediate Accounting	6 hours
AC 341 Cost Accounting	3 hours
AC 350 Federal Taxation	3 hours
AC 351 Federal Taxation or AC 440 Contemp. Issues in Acc.* ...	3 hours
AC 420 Governmental and Non-Profit Accounting	3 hours
AC 421 Advanced Accounting	3 hours
AC 430 Accounting Information Systems	3 hours
AC 431 Auditing	3 hours
BA 460 Business Ethics	<u>3 hours</u>
Total	67 hours

*Students on the CPA tract must also take AC 451 CPA Review , and choose AC 351 and not AC 440, making a total of 70 hours.

Bachelor of Science in Administrative Systems Management

This program is designed to prepare competent office personnel for careers as executive office managers in business, industry, and government. Graduates will be prepared to assume major administrative and supervisory duties in the electronic office and function as part of an elective office team.

Major Requirements:

Business Core Curriculum	40 hours
AS 311-312 Business Computer Applications	6 hours
AS 320 Information Resource Management	3 hours
AS 450 Seminar in Office Systems Management	3 hours
BA 383 Human Resource Management	3 hours
BA 415 Organizational Behavior	3 hours
BA 460 Business Ethics	3 hours
Electives (AS, BA, CS, or FN)	<u>6 hours</u>
Total	67 hours

Bachelor of Science in Business Education

This program qualifies a person to teach business-related subjects at the secondary level. After graduation, students may apply for the Alabama Class B Certificate: Business Education, grades 7-12 and SDA Basic Teaching Certificate: Business Education, grades 7-12.

Refer to the Department of Education section in this bulletin for the program outline. Program Advisor: E. Gill.

Bachelor of Science in Computer Information Systems

The primary goal of this degree is to provide the student with an in-depth background in the software aspect of computer information science and an understanding of how to apply this knowledge in the areas of accounting, management, legal environment, and ethics. The student, upon graduation, will be prepared for graduate school or for a career in industry.

Major Requirements:

Business Core Curriculum	40 hours
CS 250 Mathematical and Logical Foundations of Computing	3 hours
CS 262 COBOL	3 hours
CS 380 Information Systems Analysis	3 hours
CS 462 Data Base Management	3 hours
CS 470 Software Engineering	3 hours
CS 499 Senior Project	3 hours
BA 460 Business Ethics	3 hours
CM 201 PASCAL	3 hours
CM 202 Data Structures	<u>3 hours</u>
Total	67 hours

Bachelor of Science in Finance

This degree focuses on the financial sectors of modern economics. Students are provided with the needed analytical foundations and with an introduction to financial processes and institutions. Graduates majoring in finance find employment with manufacturing, retail, and service firms; financial institutions such as banks, insurance companies, and brokerage firms; and with government agencies.

Major Requirements:

Business Core Curriculum	40 hours
FN 321 Money and Banking	3 hours
FN 381 Investments	3 hours
FN 401 Financial Decisions	3 hours
FN 411 Management Finance	3 hours
FN 426 Financial Markets and Institutions	3 hours
FN 436 Management of Financial Institutions	3 hours
FN 481 Portfolio Theory and Management	3 hours
FN 486 International Finance	3 hours
FN Elective	<u>3 hours</u>
Total	67 hours

Bachelor of Science in Management

This major provides an education in several management principles for students desiring to prepare for careers in business, the private sector, church entities, medical institutions, government, or as entrepreneurs. Managers must be skilled in organizing, selecting and motivating people, making decisions, achieving defined objectives, and evaluating results. Graduates with a management major study these concepts and develop the skills necessary to engage effectively in these activities and how to apply this knowledge to various types of organizations.

Major Requirements:

Business Core Curriculum	40 hours
BA 371 Production & Operations Management	3 hours
BA 383 Human Resource Management	3 hours
BA 385 Management and the International Environment	3 hours
BA 400 Quantitative Methods for Business Decisions	3 hours
BA 411 Principles of Marketing	3 hours
BA 415 Organizational Behavior	3 hours
BA 460 Business Ethics	3 hours
AC 330 Managerial Accounting	3 hours
Elective (not FN)	<u>3 hours</u>
Total	67 hours

Associate of Science in Accounting

The purpose of this degree is to provide those students, who for various reasons do not acquire a four-year degree, an opportunity to develop enough competence in a specific area to obtain gainful employment.

Major Requirements:

AC 210-211 Principles of Accounting	6 hours
AC 320-321 Intermediate Accounting	6 hours
AC 341 Cost Accounting	3 hours
AC 350 Federal Taxation	3 hours
BA 302 Organizational Communications	3 hours
BA 310 Principles of Management	3 hours
EC 281 Principles of Macroeconomics	<u>3 hours</u>
Total	27 hours

Associate of Science in Computer Information Systems

The purpose of this degree is to provide those students, who for various reasons do not acquire a four-year degree, an opportunity to develop enough competence in a specific area to obtain gainful employment.

Major Requirements:

CS 110 Introduction to Programming	3 hours
CS 250 Math and Logical Foundations of Computing	3 hours
CS 262 COBOL	3 hours
CS 380 Information Systems Analysis and Design	3 hours
CS 499 Senior Project	3 hours
AC 210-211 Principles of Accounting	6 hours
CM 201 PASCAL	3 hours
CM 202 Data Structures	3 hours
Total	27 hours

Certificate in Accounting

Many individuals have expressed a desire to pursue a career in accounting after having a bachelor's or master's degree in a business discipline other than accounting. In addition, persons with an undergraduate degree in accounting may not have sufficient hours or may not have all prescribed courses necessary to sit for the CPA examination under new requirements that many states have adopted. To sit for the CPA examination in Alabama, effective January 1, 1995, a person must have completed a total of 150 semester hours of postsecondary education, which includes certain prescribed courses. In order to meet the needs of both types of individuals interested in meeting the requirements to sit for the CPA examination in Alabama and many other states, the Department of Business and Information Systems offers a Certificate in Accounting.

To earn this certificate, a student must take **30 hours** of course work at Oakwood College after the bachelor's degree, including any of the following courses which have not been passed with at least a "C" average:

AC 320 Intermediate Accounting I	3 hours
AC 321 Intermediate Accounting II	3 hours
AC 341 Cost Accounting	3 hours
AC 350 Federal Taxation I	3 hours
AC 351 Federal Taxation II	3 hours
AC 420 Governmental and Not-for-Profit Accounting	3 hours
AC 421 Advanced Accounting	3 hours
AC 430 Accounting Information Systems	3 hours
AC 431 Auditing	3 hours
AC 451 CPA Review	3 hours

Minor in Accounting

AC 210-211 Principles of Accounting	6 hours
AC 320-321 Intermediate Accounting	6 hours
AC Electives	<u>9 hours</u>
Total	21 hours

Minor in Computer Information Systems

CS 110 Introduction to Computer Programming	3 hours
CS 250 Mathematics and Logical Foundation of Computing	3 hours
CS 262 COBOL	3 hours
CS 380 Information Systems Analysis and Design	3 hours
AC 210 Principles in Accounting	3 hours
CM 201 PASCAL	3 hours
CM 202 Data Structures	<u>3 hours</u>
Total	21 hours

Minor in Finance (for business majors only)

FN 321 Money and Banking	3 hours
FN 381 Investments	3 hours
FN 401 Financial Decision	3 hours
FN 411 Managerial Finance	3 hours
FN 426 Financial Markets and Institutions	3 hours
FN 486 International Finance	3 hours
FN Elective	<u>3 hours</u>
Total	21 hours

Minor in Management

BA 310 Principles of Management	3 hours
BA Electives	12 hours
AC 210-211 Principles of Accounting	<u>6 hours</u>
Total	21 hours

Description of Courses

Accounting

This course presents fundamental accounting concepts, theories, and procedures. Both accounting principles and practices are emphasized so that students can obtain an understanding of the sources of financial information and the uses of such information.

AC 210-211 Principles Of Accounting I-II**3-3 hours**

This course presents fundamental accounting concepts, theories, and procedures. Both accounting principles and practice are emphasized so that students can obtain an understanding of the sources of financial information and the uses of such information.

AC 320-321 Intermediate Accounting I-II**3-3 hours**

Further in-depth analysis and discussion of intermediate financial accounting theories, concepts, and procedures. Emphasis is also placed on recent developments in accounting evaluation and reporting practices. The course material is preparatory for the CPA examination. Prerequisite: AC 211.

AC 330 Managerial Accounting**3 hours**

This course is designed to show students how accounting can help to solve problems that confront those who are directly responsible for the management of an enterprise. Students learn to interpret and apply accounting data in planning and controlling business activity. Prerequisite: AC 211.

AC 341 Cost Accounting**3 hours**

Emphasis is placed on the determination and control of costs. Students learn to assemble and interpret cost data for the use of management in controlling current operations and planning for the future. The course presents the theory and practice for job order, process, and standard cost systems. Prerequisite: AC 211.

AC 350-351 Federal Taxation I-II**3-3 hours**

The emphasis of this course is placed on understanding the complex areas of the tax code. Discussion, analysis, and procedures are examined relative to the tax laws governing individuals, partnerships, and corporations. Prerequisite: AC 321.

AC 420 Governmental and Non-Profit Accounting**3 hours**

A thorough study of the accounting principles and practices involved in budgeting, recording, and reporting for state and local governments, hospitals, colleges/universities, and voluntary and welfare organizations. Prerequisite: AC 321.

AC 421 Advanced Accounting**3 hours**

Emphasizes financial accounting concepts utilized in business combinations, the preparation of consolidated financial statements, accounting for investments, branch accounting, segments and interim reporting, foreign transactions, corporate reorganizations and liquidations, and consignment transactions. Accounting for partnerships will also be covered. Prerequisite: AC 321.

AC 430 Accounting Information Systems**3 hours**

Students will learn about the accounting system as an information system. Computer-related issues and controls should be identified, discussed, and

integrated in the overall discussion of accounting concepts, principles, and controls. Prerequisite: CS 110.

AC 431 Auditing

3 hours

The purpose of this course is to help the student to understand the auditing part of the work of the public accountant, and to help him apply the methods and procedures followed in conducting an audit for a small or medium-sized concern. The procedures for the effective auditing of cash, receivables, inventories, other assets, liabilities, and proprietorship are studied with an above-average degree of care. The procedures to be followed in carrying out detailed audit systems are also considered in the course. Prerequisite: AC 421.

AC 440 Contemporary Issues in Accounting

3 hours

This is an integrative accounting course covering real-world cases drawn from financial accounting, tax, cost, auditing, ethics, and information systems. It emphasizes the environment of the accounting profession, professionalism, and interaction between accounting principles and the management policy process. Current developments and emerging issues in accounting are discussed. Problems encountered in accounting practice will be integrated in the course. Case studies will be utilized throughout the course. Writing and oral communication skills are heavily utilized. Prerequisites: AC 341, 350, 421, and 431.

AC 451 CPA Review

3 hours

Intensive practice in the application of accounting theory to problems of the caliber contained in CPA Examinations. Prerequisite: Permission of the instructor.

Administrative Systems Management

AS 120 Keyboarding

1-2 hours

Development of alphanumeric touch skills. The course is taught on terminal keyboards using a software program that is correlated to the textbook. Students may progress at their own rate. Skill in speed and accuracy is emphasized. This is a service course.

AS 311 Business Computer Applications I

3 hours

Development of skill in various microcomputer business software applications. Popular software application packages are covered. Prerequisites: CS 100, typing skills 20 wpm.

AS 312 Business Computer Applications II

3 hours

This course concentrates on advanced features of computer business software applications such as word processing, spreadsheets, word publishing, and other applications. Prerequisites: typing skills 25 wpm and AS 311.

- AS 320 Information Resource Management** **3 hours**
 A study of electronic, micrographic, and paper information resources for organizations, including the systems used to classify, store, retrieve, protect, and preserve records. Planning systems that control the creation of information, store, and retrieve information from active records, and dispose of inactive information. Prerequisite: Junior standing.
- AS 450 Seminar in Office Systems Management** **3 hours**
 The case study approach is used to synthesize and evaluate human problems as they relate to the management of the automated office. Alternative strategies are presented and defended in written and oral reports. Prerequisite: BA 350.
- AS 499 Office Internship** **3 hours**
 A work experience program offered in cooperation with business and denominational offices. At least 10 hours per week required during the semester. Prerequisite: Senior standing.

Management

- BA 100 Principles of Business Mathematics** **3 hours**
 This course is a basic math review that is designed to help students acquire computation skills required in the office. Through a variety of business-oriented exercises and realistic consumer and job applications, students explore the important role math plays on the job. Contents include: mathematics of accounting and records management, mathematics of financial and office management, mathematics of marketing and retailing, and the metric (SI) system. Offered alternate years.
- BA 101 Business English** **3 hours**
 A thorough coverage of the principles of grammar, punctuation, capitalization, spelling, usage and style as they pertain to the problems of the dictator, the stenographer, and the typist in business. Required of all business students falling below 14 on the English ACT.
- BA 105 Introduction to Business** **3 hours**
 Introduction to the principles and practices of business and an overview of the functional areas. Required of all business majors in their freshman year.
- BA 302 Organizational Communications** **3 hours**
 Theory, practices, and techniques essential to external and organization communications; development of skill in presenting oral and written communications. Prerequisites: BA 101 or a minimum of 14 on the English portion of the ACT, and AS 120 or one year of high school typing.
- BA 310 Principles of Management** **3 hours**
 The process of accomplishing organizational goals through people; func-

tions of management; principles of management; analysis of problems common to managers. Prerequisite: Junior standing.

BA 350 Management Information Systems **3 hours**

A study of management and technical concepts from a managerial problem-solving viewpoint. Special emphasis is given to the impact of the computer on every aspect of business and how its effective use improves business performance. Prerequisites: CS 100 and BA 310.

BA 371 Production Management **3 hours**

Operations Management. Such topics as inventory control, quality control, work measurement, production methods and facilities will be covered. Prerequisite: BA 310.

BA 383 Human Resource Management **3 hours**

A study of the issues, trends, and problems involved in the personnel management function. Areas such as recruiting, motivation, communication, leadership and manpower development will be emphasized. Prerequisite: BA 310.

BA 385 Management and the International Environment **3 hours**

Understanding the international environment; commercial policies and treaties; export-import problems; government regulations affecting international business; business management, personnel management; planning and control. Prerequisites: EC 281, 282, and BA 310.

BA 400 Quantitative Methods for Business Decisions **3 hours**

Applies quantitative techniques and statistics used by management in decision making under conditions of uncertainty, as well as conditions of certainty. Special attention is given to decision theory, time series smoothing forecasting methods, linear regression models, benefit cost analysis, Monte Carlo simulation and linear programming. Prerequisites: MA 171 and BA 310.

BA 411 Principles of Marketing **3 hours**

Principles and methods involved in the movement of goods and services from producers to consumers; strategies the firm may use to take advantage of market opportunities; how the social, political, and economic environments affect these market opportunities. Prerequisites: EC 281 and 282.

BA 415 Organizational Behavior **3 hours**

An examination of theory and research dealing with the behavior of organizations with primary emphasis on individual and group behavior. Topics covered include motivation, communication, group dynamics, leadership and change. Prerequisite: Junior standing.

BA 460 Business Ethics **3 hours**

This course stresses ethical conduct in the theatrical and pragmatic senses

so that students are able to become aware of the complexities of the concept. Great emphasis is placed on the process of value formation in society from the initial socialization process that occurs in the family unit to organizational socialization that occurs when a person enters the working environment. Prerequisite: Junior standing.

BA 475 Business Law

3 hours

This course is designed to familiarize the student with the fundamental principles of the laws of business so they act intelligently and understand their rights, duties, and inabilities in ordinary business transactions. Contracts, bailment, sales, creditors' rights and bankruptcy, and agency and employment relationships are covered. Emphasis is given to the Uniform Commercial Code. Prerequisite: Junior standing.

BA 480 Business Policy (W)

3 hours

This course will develop an understanding of policy formulation and decision making as related to the current business environment. It attempts to integrate business fundamentals (marketing, finance, accounting, production, economics, transportation) into a balanced analysis of the whole business system and develop a conceptual framework which is helpful in solving business problems. Open to seniors only. Prerequisite: Business Core.

BA 490 Research and Independent Study

1-3 hours

This course is designed for advanced business students. Prerequisites: Consent of the department chair and senior standing.

Computer Information Systems

CS 100 Computer Literacy

3 hours

This course is designed to give students basic computer concepts and practical experience in the use of the computer. Using software applications packages such as word processing, electronic spreadsheet, graphics, and database management. Students will learn to input and output data useful in professional and personal pursuits. Prerequisite: One year of high school typing or AS 120.

CS 110 Introduction to Computer Programming (Basic)

3 hours

Basic concepts of programming and problem solving with the computer. Introduction to various components of algorithms, such as input/output, assignment, and conditional branching logical procedures such as sorting and table handling, development of algorithms in the form of flowcharts and computer programs, use of subroutines and functions. Prerequisites: One unit of high school typing or AS 120 and MA 101.

CS 250 Mathematics and Logical Foundation of Computing

3 hours

Number systems: binary, octal, hexadecimal; number base conversion,

arithmetic and different bases; complement number systems: one's, two's, nine's, ten's complements; computer data representation. Introduction to Boolean Algebra, Venn diagrams, Karnaugh maps and truth tables; introduction to gates and synthesis of simple switching circuits and decision tables and flowchart logic. Prerequisites: MA 171 and CS 110.

CS 262 Cobol

3 hours

Formal introduction to COBOL as a programming language, generating programs, subroutines, flow charts for various problems; emphasis is placed on subscripts, performed statements, magnetic tape, magnetic disk. Sequential and random file manipulation.

CS 380 Information Systems Analysis and Design

3 hours

A study of information systems theory and practice including: systems analysis; database concepts; information systems development methodology; systems implementation, evaluation and justification, and management of information systems. Prerequisites: CS 100, 110, and AC 210.

CS 462 Database Management

3 hours

Database organization; design and use of database management systems; database models: network, hierarchical, and relational; data description languages, data independence, and representation. Prerequisite: CS 380.

CS 470 Software Engineering

3 hours

Presents the techniques of efficient large scale software development, project management and scheduling, unit and system testing, documentation and performance evaluation. Prerequisite: CS 380.

CS 490 Internship in Computer Information Systems

3 hours

Designed to integrate knowledge at an advanced level, to review recent developments in theoretical and applied computer science, to explore ethical issues, and to gain experience in research and oral presentation. Student will work in a computer services center for at least four hours per day for two to four days per week for one semester, or will identify a specific computer application, analyze the problem, design and implement a working solution, and document the entire process. Prerequisite: CS 380.

CS 499 Senior Project

3 hours

Students will select an acceptable computer-oriented project and will pursue it to completion under the guidance of the instructor. The project should be complete and functional along with all the documentation necessary. Prerequisite: Senior classification.

Economics

EC 281 Principles of Macroeconomics

3 hours

An analysis of the basic concepts of the national income, including its

various components such as consumption, investment, government expenditures, and the export-import sector. An introduction to the general theories of inflation, growth and employment.

EC 282 Principles of Microeconomics

3 hours

An analysis of the basic concepts which describe how individuals choose what to consume and how entrepreneurs choose what to produce. The pricing mechanism and the determination of output level in the various market structures.

Finance

FN 311 Principles of Finance

3 hours

Nature and scope of business finance. Emphasis on financial planning, forecasting, and analysis; corporate valuation; capital budgeting and risk assessment; cost of capital and capital structure; short-term and long-term financial management; and international finance. Prerequisites: AC 211 and MA 171.

FN 321 Money and Banking

3 hours

Introductory principles of commercial and central banking, monetary and income theory, monetary and fiscal policy, and international monetary relations. Prerequisites: EC 281, 282, and FN 311.

FN 381 Investments

3 hours

Introductory survey course focusing on the process and instruments of investment. Emphasis on security market structure, characteristics and valuation of securities, approaches to investment analysis, and international investments. Prerequisite: FN 311.

FN 401 Financial Decisions

3 hours

Advanced financial management course geared toward the finance major and directed toward exploring the linkage between current finance theory and practice. Emphasis on capital budgeting theory and techniques, risk adjustment, capital structure and financial policy, and mathematical programming approaches to project selection. Prerequisites: FN 311 and MA 171.

FN 411 Managerial Finance

3 hours

Emphasis on the financial aspects of managerial decision making. An overview of financial analysis, planning and control, working capital management, capital budgeting, sources and forms of long-term financing, financial structure and the cost of capital, and integrated topics in financial management. The case study method is used. Prerequisite: FN 311.

FN 426 Financial Markets and Institutions**3 hours**

Develops an understanding of the structure and functioning of our monetary-financial system. Emphasis on the institutional process of financial intermediation in the financial marketplace and the role that specific institutions and instruments play. Prerequisite: FN 321.

FN 436 Management of Financial Institutions**3 hours**

Development of fundamental concepts and principles of sound institution management. Includes the financial environment, strategy, performance measures, asset/liability management topics, within an overall decision framework. Prerequisite: Senior standing.

FN 481 Portfolio Theory and Management**3 hours**

Rigorous course geared toward the senior finance major. Emphasis on integrating portfolio theory with practical approaches to investment analysis and management. Topics include efficient diversification and portfolio choice, capital asset pricing theory, arbitrage pricing theory, and bond portfolio management, options pricing, and financial futures. Prerequisites: FN 381 and MA 171.

FN 486 International Finance**3 hours**

Focus on carrying on business in the framework of the growing field of international finance. Exploration of how the American business can work with and use international finance in foreign manufacturing and marketing operations. Prerequisite: Senior standing.

Department of Chemistry

Professors:	Gwebu (chair), LaiHing
Assistant Professors:	Brewster-Johnson, Tsang
Instructor:	Benn-Marshall
Majors:	Biochemistry (B.S.) Chemistry (B.A. and B.S.) Chemistry Education (B.S.) Medical Technology (B.S.) Pre-Occupational Therapy (A.S.) Pre-Physical Therapy (A.S.)
Minor:	Chemistry

Purpose

It is the purpose of the Department of Chemistry to prepare its students for acceptance into graduate and professional schools, provide training required for employment in the laboratories of government and industry, and to prepare them for careers in teaching chemistry at the secondary level. While pursuing these objectives, the department seeks to offer its students a quality program of chemical education that underscores the importance of the liberal arts and nurtures the integration of faith and reason.

It is the purpose of the Allied Health program to give advice and guidance to students considering the allied health careers, to aid in the placement of students in the professional schools of their choice, and to make sure that they are awarded the degree that follows successful completion of the clinical phase of their chosen programs.

High School Preparation

Students planning to study chemistry at Oakwood should include as many science and mathematics courses as possible in high school, and they should endeavor to make superior grades in these courses. The following courses are strongly recommended: algebra I, algebra II, (pre-calculus), geometry, biology, chemistry, and physics.

Application for Admission

To be admitted as a major in the Department of Chemistry, students must have completed at least 32 hours of course work, including EN 102 Freshman Composition, and have an overall minimum GPA of 2.25. Application forms must be obtained from, and returned to, the department.

Exit Examinations

Chemistry majors will be required to take an exit examination prepared by the American Chemical Society that will be administered in the junior year. The examination is designed to ascertain the students' general knowledge of the subject areas of general and organic chemistry. A minimum of 40% is required for passing, and if failed the student may repeat the examination in the senior year.

Allied Health majors will be required to take a departmental examination that will be administered at the end of the sophomore year. A minimum grade of C is required for passing.

Career Opportunities

"Ask an old chemist what he would like most, and his answer would be a young chemist." This statement describes the atmosphere of enthusiasm about chemistry and chemical research that permeates the department. Indeed, chemistry at Oakwood is an exciting confrontation of the student with the theories, the methods, and the armamentarium of modern chemistry and biochemistry. Many of the graduates of this department have earned doctoral degrees in science, medicine, and dentistry from some of the most prestigious universities in this country and in Europe. Others have achieved successful careers in the laboratories of government and industry as chemists, biochemists, and engineers. Oakwood has been listed as one of the 23 historically black colleges that are most productive of black scientific talent.

Currently, the demand for allied health professionals greatly exceeds the supply of available personnel. As a result, salaries are highly competitive and the graduate usually has a variety of employment options available.

Bachelor of Science in Biochemistry

This program is designed to meet the needs of those students who are primarily interested in preparing for careers in such areas as biochemistry, pharmacology, neurochemistry, medicine, dentistry, or pharmacy. This program is also for those who desire a more extensive background in chemistry, biology, and mathematics than is provided by the B.A. in Chemistry program.

Major Requirements:

CH 111-112 General Chemistry	8 hours
CH 201 Qualitative Analysis	3 hours
CH 211 Analytical Chemistry	3 hours
CH 301-302 Organic Chemistry and Laboratory	8 hours
CH 321 Physical Chemistry and Laboratory	4 hours
CH 401-402 Biochemistry and Laboratory	8 hours
CH 410 Applied Chemistry	3 hours

BI 121-122 General Biology	8 hours
BI 225 Embryology	3 hours
BI 321 Genetics	3 hours
BI 480 Mammalian Anatomy or CH 411 Instrumental Methods 4, 3 hours	
MA171-172 Calculus (MA111-112 may be required first)	8 hours
PH 111-112 General Physics	<u>8 hours</u>
Total	70-71 hours

Bachelor of Arts in Chemistry

This program is designed to meet the needs of those chemistry majors who plan to pursue professional school studies.

Major Requirements

CH 111-112 General Chemistry	8 hours
CH 201 Qualitative Analysis	3 hours
CH 211 Analytical Chemistry	3 hours
CH 301-302 Organic Chemistry and Laboratory	8 hours
CH 321 Physical Chemistry and Laboratory	4 hours
CH 410 Applied Chemistry	3 hours
CH 401-402 Biochemistry and Laboratory	8 hours
BI 121-122 General Biology	8 hours
MA 171-172 Calculus (MA 111-112 may be required first)	8 hours
PH 111-112 General Physics	<u>8 hours</u>
Total	61 hours

Minor is not required

Bachelor of Science in Chemistry

This program is designed to meet the needs of those chemistry majors who are primarily interested in a professional career in chemistry or graduate studies. This program prepares the student either for work in the chemical industry or for advanced studies in graduate school. Admission to this curriculum requires approval of the department and a minimum GPA of 3.25 in chemistry and mathematics courses.

Major Requirements:

CH 111-112 General Chemistry	8 hours
CH 201 Qualitative Analysis	3 hours
CH 211 Analytical Chemistry	3 hours
CH 301-302 Organic Chemistry and Laboratory	8 hours
CH 321-322 Physical Chemistry and Laboratory	8 hours

CH 410 Applied Chemistry	3 hours
CH 411 Instrumental Methods	3 hours
CH Electives	6 hours
MA 171-172-271 Calculus (MA 111-112 may be required first) ..	12 hours
MA 308 Linear Algebra	3 hours
MA 311 Differential Equations	3 hours
PH 111-112 General Physics	<u>8 hours</u>
Total	68 hours

Bachelor of Science in Chemistry Education

This program qualifies a person to teach secondary school chemistry. After graduation, students may apply for the Alabama Class B Certificate: Chemistry, grades 7-12 and SDA Basic Teaching Certificate: Chemistry, grades 7-12.

Refer to the Department of Education section in this bulletin for the program outline. Program Advisor: E. Gwebu.

Bachelor of Science in Chemistry/Chemical Engineering

This is a cooperative dual degree program in which the student spends approximately two years at Oakwood majoring in chemistry and approximately three years at the University of Wisconsin-Madison majoring in chemical engineering. Following the successful completion of all requirements, the student will be awarded the degree of B.S. in Chemical Engineering from the University of Wisconsin-Madison and the degree of B.S. in Chemistry from Oakwood College. Because of the demanding and rigorous nature of this program, only students of superior academic potential with a GPA of 3.25 or better in both science and non science courses will be admitted to this program.

Major Requirements:

CH 111-112 General Chemistry	8 hours
CH 201 Qualitative Analysis	3 hours
CH 211 Analytical Chemistry	3 hours
CH 321-322 Physical Chemistry and Laboratory.	8 hours
MA 171-172-271 Calculus	12 hours
MA 308 Linear Algebra	3 hours
MA 311 Differential Equations	3 hours
PH 111-112 General Physics	<u>8 hours</u>
Total	48 hours

General Education Requirement variations:

Students will complete all the general education requirements for an associate degree at Oakwood College except CS 100 Computer Literacy and PE 211 Health Principles, making a **total** of at least **71 hours**.

Bachelor of Science in Medical Technology

This is a cooperative degree program in which the student spends approximately three years at Oakwood College and approximately one year at an approved institution to complete the clinical requirements. Currently, those affiliated are Andrews University, Florida Hospital, Hinsdale Hospital, Howard University, Meharry/ Tennessee State University, and the University of Alabama in Birmingham.

Major Requirements:

AH 100 Introduction to Allied Health Careers.....	1 hour
AH 250 Medical Terminology	2 hours
CH 111-112 General Chemistry	8 hours
CH 201 Qualitative Analysis or CH 211 Analytical. Chemistry	3 hours
301-302 Organic Chemistry and Laboratory	8 hours
CH 401 Biochemistry	4 hours
BI 121-122 General Biology	8 hours
BI 221 Microbiology	4 hours
BI 422 General Physiology	3 hours
BI 455 Immunology	3 hours
MA 111-112 Precalculus	6 hours
PH 111-112 General Physics	8 hours
PY 307 Statistical Methods	<u>3 hours</u>
Total	61 hours

General Education Requirement variations:

Omit the two hour religion elective.

Associate of Science in Pre-Occupational Therapy

Major Requirements:

AH 100 Introduction to Allied Health Careers.....	1 hour
AH 200 Practicum in Occupational Therapy.....	1 hour
AH 250 Medical Terminology	2 hours
AR 101 Basic Design or 261 Sculpture	3 hours
BI 111-112 Anatomy and Physiology	6 hours
CH 101-102 Introduction to Chemistry	8 hours
MA 111 Precalculus	3 hours
PY 101 Principles of Psychology	3 hours
PY 221 Personal & Social Adjust. or PY 321 Abnormal Behav. ...	3 hours
PY 307 Statistical Methods	3 hours
PY 325 Developmental Psychology	3 hours
SO 101 Principles of Sociology.....	<u>3 hours</u>
Total.....	39 hours

Associate of Science in Pre-Physical Therapy

Major Requirements:

AH 100 Introduction to Allied Health Careers.....	1 hour
AH 210 Practicum in Physical Therapy.....	1 hour
AH 250 Medical Terminology	2 hours
BI 111-112 Anatomy and Physiology	6 hours
CH 111-112 General Chemistry	8 hours
MA 111 Precalculus	3 hours
PH 111-112 General Physics	8 hours
PY 101 Principles of Psychology	3 hours
PY 307 Statistical Methods	3 hours
SO 101 Principles of Sociology	<u>3 hours</u>
Total	38 hours

Minor in Chemistry

CH 111-112 General Chemistry	8 hours
CH 211 Analytical Chemistry or CH 201 Qualitative Analysis	3 hours
CH 301-302 Organic Chemistry and Lab.	8 hours
Total	19 hours

Allied Health Program

The Department of Chemistry houses the Allied Health Program. The following courses of pre-professional study are available within this program: medical technology, pre-occupational therapy, and pre-physical therapy; as well as advising in such areas as pre-dental, pre-medicine, pre-medical records, pre-pharmacy, pre-physician assistant, pre-respiratory therapy, and pre-x-ray technology. Students must ensure that they will meet the minimum entrance requirements of their prospective professional school.

The MARC Program

The Oakwood College Minority Access to Research Careers (MARC) Program is funded by the National Institute of General Medical Sciences/National Institutes of Health. The major goal of the MARC Program is to increase the number of Oakwood College science graduates that successfully pursue advanced degrees and become scientists. Participants are honor students (3.00 GPA or higher) majoring in biochemistry, biology, chemistry, or psychology whose main desire is to pursue advanced studies in academic graduate schools upon graduating from Oakwood College.

The MARC courses listed are a fulfillment of one of the specific objectives

of the MARC program, to develop and implement a strong curriculum and thus facilitate entry into competitive graduate programs.

Description of Courses

Allied Health

AH 100 Introduction To Allied Health Careers 1 hour

Seminar course that introduces the scope of allied health careers. Students would be exposed to these professions by the instructor, during field trips, and by local practicing professionals.

AH 103 Introduction to Public Health 2 hours

This course is designed to enable students to develop an understanding and appreciation for factors affecting health status and the personal and professional means by which they might contribute to community health. All lectures examine applications to minority health concerns, health objectives for the year 2000, and career opportunities with public health.

AH 200 Practicum In Occupational Therapy 1- 2 hours

Provides students with the opportunity to put necessary volunteer/observation hours in at a facility that provides occupational therapy services. The number of credit hours awarded will be according to the number of hours spent at the participating facility (as provided by the supervising therapist) and a written report submitted by the student. One credit hour awarded for 40 total hours spent. Two credit hours awarded for 80 total hours spent.

AH 210 Practicum In Physical Therapy 1- 2 hours

Description is the same as AH 200 except that the observation/volunteer time is in the field of physical therapy.

AH 230 Introduction to Dentistry 2 hours

This course is designed to give the student an understanding of dentistry and dental hygiene as professions and to develop some basic skills and clinical skills. The course will give the students basic knowledge in dental anatomy, morphology, and of dentistry as a career. Laboratory experience will include visits to local dentists' offices and the School of Dentistry at Meharry Medical College. Prerequisites: BI 121 and CH111

AH 250 Medical Terminology 2 hours

The study of origins and usage of hundreds of the medical terms that must be mastered by students in all health professions. The course covers and explains important prefixes, suffixes, and word roots. Each system of the human body and its relevant medical terms will be discussed. Sample case studies and hospital reports will be examined to refine the usage of these medical terms.

Chemistry

- CH 100 Chemistry in Society** **3 hours**
A non-mathematical study of chemical principles. Discusses the role of chemistry in society, how molecules are built, react, and affect our lives. Topics covered will include current problems such as acid rain, global warming, and ozone depletion.
- CH 101 Introduction to Inorganic Chemistry** **4 hours**
A survey of the fundamental principles of inorganic chemistry. Three hours of lecture and two hours of laboratory each week. Does not apply to a major or minor in chemistry.
- CH 102 Introduction to Organic and Biochemistry** **4 hours**
A survey of fundamental principles of organic and biochemistry. Three hours of lecture and two hours of laboratory each week. Does not apply to a major or minor in chemistry.
- CH 111-112 General Chemistry I-II** **4-4 hours**
A survey of the fundamental laws and theories of chemistry with special emphasis on the working of problems and the relationship between atomic structure and the chemistry of the elements. Three hours of lecture and two hours of laboratory each week.
- CH 201 Qualitative Analysis** **3 hours**
A study of the principles and methods of chemical analysis used in separating and identifying the constituents of inorganic unknowns. Laboratory required. Prerequisite: CH 112.
- CH 211 Analytical Chemistry** **3 hours**
A study of the principles and methods of chemical analysis used in separating and identifying the constituents of inorganic unknowns. Laboratory required. Prerequisites: CH 112 and 201.
- CH 301-302 Organic Chemistry I-II(W)** **3-3 hours**
A survey of organic chemistry which includes a general treatment of the mechanisms of organic reactions, resonance theory, the molecular orbital theory, the physiochemical basis of synthetic reactions, and an introduction to spectroscopy. Prerequisite: CH 112.
- CH 301L-302L Laboratory for Organic Chemistry** **1-1 hour**
302L emphasizes qualitative organic analysis.
- CH 321-322 Physical Chemistry I-II** **3-3 hours**
A study of the fundamentals of chemical thermodynamics, chemical kinetics, and quantum mechanics. Prerequisites: CH 112, PH 112, and MA 172 or equivalent.

- CH 321L-322L Laboratory for Physical Chemistry** **1-1 hour**
- CH 331. Nutritional Biochemistry** **3 hours**
A study of metabolism, macronutrition, vitamins, trace elements, food additives, and processing. Does not apply to a major in biochemistry. Prerequisite: CH 302.
- CH 401-402 Biochemistry I-II (W)** **3-3 hours**
The chemistry of carbohydrates, lipids, proteins, nucleic acids, intermediary metabolism. Biochemistry is the study of the biology and chemistry of the human body. It is the chemistry of life. It explains, for example, why and how muscles grow when you exercise and how the body uses carbohydrates to produce energy. Biochemistry helps you understand the rationale and reasons for chemotherapy, control of blood pressure, diabetes, and cancer. Prerequisite: CH 302.
- CH 401L-402L Laboratory for Biochemistry** **1-1 hour**
- CH 410 Applied Chemistry** **3 hours**
A study of the theory of instrumental design with application to solving practical chemical problems. Prerequisite: CH 302.
- CH 411 Instrumental Methods** **3 hours**
Basic theory of instrument design and parameter optimization in the operation of scientific instrumentation, application to thermal and electrical instrumentation methods. Prerequisite: CH 302.
- CH 421 Special Topics in Chemistry** **3 hours**
Exact topics will be listed in the schedule. Topics may include quantum chemistry, instrumental analysis, qualitative organic analysis, and biochemistry. Offered when required. Prerequisite: Senior chemistry majors.
- CH 480 Advanced Biochemistry** **3 hours**
This course is designed to meet the needs of the following categories of students: those preparing to become biochemists, molecular biologists or molecular pharmacologists; those planning to take the GRE in biochemistry, cell and molecular biology; and those planning to enroll in medical and related professional schools. Prerequisites: CH 402 and chemistry majors in their senior year. Offered when required.
- CH 490-491 Research and Independent Study** **each 1-3 hours**
An original investigation in chemistry or biochemistry under the guidance of the faculty. Prerequisite: Senior majors.

MARC

CH 204 Scientific Writing

2 hours

The objectives of the course are to acquaint students with the library and how to research a topic, introduce them to current topics in science, and give them an opportunity to improve their oral and written scientific communication skills. Open to all students interested in research.

CH 316 Biomedical Instrumentation

3 hours

This course is designed to introduce the students to experimental techniques and design, data gathering, data recording, and the instrumentation used in biomedical research. Open to all students interested in biomedical research.

CH 350-351 Seminar

1-1 hour

This course is designed to acquaint the students with ongoing research projects at Oakwood College. Extramural research experience is also discussed. Open to all students interested in biomedical research.

CH 470-471 Honors Senior Research

2-2 hours

Department of Education

Professors: Hadley, McKenzie (Chair)
Associate Professors: Bliss, Melancon
Assistant Professor: Walker

Majors Offered (B.S.):

Biology	Language Arts
Business and Office Education	Mathematics
Chemistry	Music: Vocal/Choral N-12
Elementary Education	Music: Instrumental N-12
English	Physical Education N-12
Home Economics	Religion
	Social Science

Purpose

It is the purpose of the Department of Education to provide access to quality teacher education programs at the elementary and secondary levels. The programs are designed to prepare teachers for certification in Seventh-day Adventist church schools and in public school systems as well as for graduate study in education and related fields.

Oakwood College is an institutional member of the American Association for Colleges of Teacher Education. The teacher education programs are approved by the Alabama State Department of Education, the General Conference of Seventh-day Adventist Department of Education, and the National Council for Accreditation of Teacher Education.

Elementary Education

The elementary education curriculum prepares students for elementary school teaching and, eventually, for graduate study and employment in administration, teaching, supervision, and support services. The curriculum allows students to apply for Alabama Class B Certification: grades 1-6; certification in other states; and SDA Basic Teaching Certification: grades 1-9.

Secondary Education

The following teaching areas are offered in secondary education: biology, business, chemistry, English, home economics, language arts, mathematics, religion, and social science. Students pursuing biology, chemistry, English, and mathematics may choose a single teaching field or the option of two teaching fields (see education advisor). Religious education students must choose a second teaching field (see education advisor).

These programs allow students, upon graduation, to apply for the Alabama Class B Certificate: grades 7-12 (except religion), and the SDA Basic Certificate: grades 7-12.

N-12 Programs

The following teaching areas are offered in early childhood through the secondary teaching level: music education, instrumental (N-12), music education, vocal-choral (N-12), and physical education (N-12).

These curricula allow students, upon graduation, to apply for Alabama Class B Certification: N-12 and SDA Basic Teaching Certification: K-12.

Master of Arts in Teaching

The Master of Arts in Teaching is offered during the summer by Andrews University on the Oakwood College campus. Faculty from both institutions provide the teaching staff. The curriculum is jointly planned to meet the needs of Oakwood College graduates as well as other interested practitioners.

The NCATE-approved degree is conferred by Andrews University and will satisfy the advanced study requirements for the SDA Standard and Professional Teaching Certificates.

Students studying for the Master of Arts in Teaching degree in Elementary Education may receive all of their instruction on the Oakwood College campus. Secondary teachers may receive up to 12 hours of instruction at Oakwood and the remainder at Andrews University. Application procedures and policies are the same as those at the Berrien Springs campus.

Application for Admission

Criteria for admission into teacher education include the following:

1. A formal written application for admission to teacher education submitted after completion of at least 60 semester hours, including 48 hours of general studies.
2. A cumulative GPA of 2.50 for all college work attempted to meet the approved program. The overall grade point average must be calculated using the following components:
 - a) General Studies — All work used to meet the general studies requirements in the approved program.
 - b) Professional Studies — All work attempted in professional studies of the approved program and all transferred work in the professional studies used to meet program requirements.
 - c) Teaching Field(s) — All work attempted in the teaching field(s) used to meet program requirements.

- d) If additional course work is required to fulfill the GPA requirement for admission, only course work in the humanities, social sciences, sciences, mathematics, or the teaching field(s) may be used.
 - e) No grade below C will be accepted in the following courses: EN 101, 102, MA 100, 101, 108, PE 211, all religion courses, all professional education courses, and all courses in the teaching field.
- 3. A passing score on the Alabama Basic Skills Test.
 - 4. Satisfactory recommendations from advisor(s), and education instructor, employment supervisor, residence hall dean, and an interview by the education faculty.

Additional Guidelines

Teacher Education students who wish to receive credit for study at institutions outside the United States must obtain an evaluation of the credits from World Education Services, Inc., New York, or from a state, federal, or private foreign credential evaluation service recognized by the Teacher Certification Office of the Alabama Department of Education.

All correspondence work in general studies or work taken off campus must have prior approval.

Students desiring a career in secondary education should consult the secondary education program advisor no later than the first semester of the sophomore year in order to plan an appropriate course of study.

The exact course requirements may differ from student to student depending on the precise time the student enrolls in teacher education. This curriculum is based on denominational, state, and institutional policies and is thereby subject to change.

The Teacher Education Council reserves the right to admit persons to teacher education who, in the judgment of the council, are most likely to profit from the teacher education program of study offered at Oakwood College. A conviction for a felony will disqualify a student from being certified as a teacher in the state of Alabama.

If necessary, a student may repeat required entrance examinations in an effort to meet admission standards. A limited number of specified courses in education may be earned prior to admission to the Teacher Education Program.

Application to Internship

In the junior year, education students must apply to the Teacher Education Council for admission to student teaching for the ensuing senior year. In addition to letters of recommendation, students are required to maintain a minimum GPA of 2.50. Internship is offered each semester and all methods courses must be taken before internship. A student may take one three-hour course in conjunction with internship if it does not interfere with the internship requirement. Each student must purchase a copy of the *Student Teaching Handbook*.

Graduation Requirements

It is the student's responsibility to prepare and submit to the Education Department the following items: application for graduation (which includes the final year schedule), transfer credit form with the required signatures if applicable, four-year checksheet (completely filled in), college transcript (including all work completed and used), applications for SDA and Alabama State certifications, information sheet for graduate registry, and confirmation of registration with the placement office.

Consult your education advisor about some courses in general studies that may also be counted in the teaching field for N-12 and secondary education programs. Detailed information on teacher preparation and certification is outlined in the *Teacher Education Handbook*.

Exit Examination

Each student must perform satisfactorily on a departmentally prepared exit examination with the following components: essay questions taken from the professional and specialty areas, multiple choice questions taken from the professional and specialty areas, and an exit interview. Please see the *Teacher Education Handbook* for a statement on an external examination for seniors.

Career Opportunities

An increasingly diverse student population will demand large numbers of minority teachers, especially males, and particularly in the areas of mathematics and the sciences.

Bachelor Degrees

The following core courses are required of all education students as part of their major:

Professional Studies Core Curriculum:

ED 130 Orientation to Teaching.....	2 hours
ED 200 Educational Psychology.....	3 hours
ED 250 Philosophy of Christian Education.....	1 hour
ED 254 History, Philosophy, and Foundations of Education.....	3 hours
ED 275 Instructional Technology.....	3 hours
ED 350 Introduction to Special Education.....	3 hours
ED 370 Tests and Measurements.....	<u>3 hours</u>
Total.....	18 hours

General Education Requirement variations:

ED 275 substitutes for CS 100

HI 314 receives religion credit

Bachelor of Science in Biology Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours
ED 335 Methods in Teaching Science	2 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 430 Internship	<u>9 hours</u>
Total	35 hours

Teaching Field:

BI 111 Human Anatomy or BI 422 General Physiology	3 hours
BI 121-122 Biology	8 hours
BI 204 Introduction to Research	1 hour
BI 221 Microbiology	3 hours
BI 230 Plant Biology	3 hours
BI 316 Biological Instrumentation	2 hours
BI 321 Genetics	3 hours
BI 401-402 Biology Seminar	2 hours
BI 425 General Ecology	3 hours
BI 430 Philosophy of Science	2 hours
BI 490 Research and Independent Study	1 hour
BI Electives from 112, 225, 331, 380, and 460	6 hours
MA 111 Precalculus	<u>3 hours</u>
Total	40 hours

Bachelor of Science in Business Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles of Secondary Education	3 hours
ED 337 Foundations in Vocational Education	2 hours
ED 338 Business Education Techniques	2 hours
ED 340 Methods in Teaching Reading	3 hours
ED 430 Internship	<u>9 hours</u>
Total	37 hours

Teaching Field:

AC 210-211 Principles of Accounting	6 hours
AS 120 Keyboarding	2 hours
AS 311 Business Computer Applications	3 hours
AS 320 Information Resource Management	3 hours
AS 450 Seminar in Office Systems Management	3 hours
AS 499 Office Internship	3 hours
BA 100 Principles of Business Math	3 hours
BA 302 Organizational Communications	3 hours
BA 350 Information Systems Management	3 hours
BA 460 Business Ethics	3 hours
BA 475 Business Law	3 hours
BA 490 Research and Independent Study	1 hour
CO 201 Fundamentals of Public Speaking	3 hours
CS 100 Computer Literacy	3 hours
CS 110 Introduction to Computers (Basic)	3 hours
EC 281 Macroeconomics or EC 282 Microeconomics	<u>3 hours</u>
Total	48 hours

Total hours required for the degree are 140

Bachelor of Science in Chemistry Education**Professional Studies:**

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours
ED 335 Methods in Teaching Science	2 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 430 Internship	<u>9 hours</u>
Total	35 hours

Teaching Field:

CH 111-112 General Chemistry	8 hours
CH 201 Qualitative Analysis	3 hours
CH 211 Analytical Chemistry	3 hours
CH 301-302 Organic Chemistry and Laboratory	8 hours
CH 331 Nutritional Biochemistry	3 hours
CH 410 Applied Chemistry	3 hours
MA 111-112 Precalculus	6 hours
PH 102 Physical Science	3 hours
PY 307 Statistical Methods	<u>3 hours</u>
Total	40 hours

Bachelor of Science in Elementary Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 220 Principles of Elementary Education	3 hours
ED 300 Classroom Management	3 hours
ED 342 Reading Diagnosis	3 hours
ED 420 Internship	<u>9 hours</u>
Total	36 hours

Teaching Field:

ED 311 Methods in Teaching Science and Health: N-8	3 hours
ED 312 Methods in Teaching Music: N-8	3 hours
ED 313 Methods in Tchg Lang. Arts & Children's Literature: N-8..	3 hours
ED 315 Methods in Teaching Mathematics: N-8	3 hours
ED 316 Methods in Teaching Art: N-8	3 hours
ED 317 Methods in Teaching Bible: N-8	2 hours
ED 318 Methods in Teaching Social Studies: N-8	3 hours
ED 341 Foundations of Reading	3 hours
PE 330 Methods in Teaching Physical Education: N-12	3 hours
Electives in the Teaching Field	<u>3 hours</u>
Total	29 hours

General Education Requirement variations:

PE 330 substitutes for one hour of PE activity.

Omit two hours of free electives.

Bachelor of Science in English Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours
ED 332 Methods in Teaching Language Arts	2 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 430 Internship	<u>9 hours</u>
Total	35 hours

Teaching Field:

EN 101-102 Freshman Composition	6 hours
EN 201 World Literature	3 hours
EN 211- 212 Survey of English Literature	6 hours
EN 301-302 Survey of American Literature	6 hours
EN 304 Advanced Composition	3 hours
EN 413 Descriptive English Grammar	3 hours

Electives by Advisement	<u>14-15 hours</u>
Total	41-42 hours

Bachelor of Science in Home Economics Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours
ED 336 Methods in Teaching Home Economics	2 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 430 Internship	<u>9 hours</u>
Total	35 hours

Teaching Field:

FS 101 Introduction to Family and Consumer Sciences	1 hour
FS 111 Food Preparation	3 hours
FS 131 Nutrition	3 hours
FS 151 Fashion Sewing Selection	3 hours
FS 152 Fashion Sewing and Textiles	3 hours
FS 201 Art in Life	3 hours
FS 221 Home Management	3 hours
FS 305 Parenting	3 hours
FS 340 Family Economics and Management	3 hours
FS 341 Home Management Practicum	3 hours
FS 342 Family Living	3 hours
FS 351 Tailoring	3 hours
FS 355 Human Growth and Development	3 hours
FS 411 Housing and Interiors	3 hours
FS 421 Quantity Food Management	3 hours
FS 442 Occupational Home Economics	3 hours
FS 453 Senior Seminar	1 hour
FS 490 Research and Independent Study	<u>1 hour</u>
Total	48 hours

Total hours for the degree are 141

Bachelor of Science in Language Arts Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours
ED 332 Methods in Teaching Language Arts	2 hours

ED 340 Methods in Teaching Secondary Reading	3 hours
ED 430 Internship	<u>9 hours</u>
Total	35 hours

Teaching Field:

CO 201 Fundamentals of Public Speaking	3 hours
CO 211 Oral Interpretation	3 hours
CO 231 Introduction to Journalism and Media Writing	3 hours
CO 320 Voice and Diction or CO 421 Persuasion	3 hours
CO 333 Feature Writing	3 hours
CO 353 Fundamentals of Play Directing	3 hours
CO 355 Creative Drama	3 hours
EN 101-102 Freshman Composition	6 hours
EN 201 World Literature	3 hours
EN 211 Survey of English Literature	3 hours
EN 301 Survey of American Literature	3 hours
EN 304 Advanced Composition	3 hours
EN 311 Theory and Practice in Literary Criticism	3 hours
EN 320 or 321 Black Literature	3 hours
EN 413 Descriptive English Grammar	3 hours
Electives by Advisement	<u>12 hours</u>
Total	60 hours

Total hours for the degree are 144

Bachelor of Science in Mathematics Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours
ED 334 Methods in Teaching Math	2 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 430 Internship: Secondary School	<u>9 hours</u>
Total	35 hours

Teaching Field:

MA 111-112 Precalculus (if not taken in high school)	6 hours
MA 171-172-271 Calculus	12 hours
MA 251 Geometry	3 hours
MA 308 Linear Algebra	3 hours
MA 311 Differential Equations	3 hours
MA 321 Probability and Statistics	3 hours
MA 401 Advanced Calculus	3 hours
MA 411 Introduction to Modern Algebra	3 hours

CM 201 Pascal or CM 210 Computer Science I with C	<u>3 hours</u>
Total	39 hours

Bachelor of Science in Music-Instrumental Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
MU 230 Principles of Music Education N-12	2 hours
MU 330 Methods of Teaching Music Mat I	2 hours
MU 331 Methods of Teaching Music Mat II	3 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 440 Internship N-12	<u>9 hours</u>
Total	37 hours

Teaching Field:

MU 160 Individual Instruction	1 hour
MU 204 Wind Ensemble	0.5 hour
MU 205 Chamber Ensemble	0.5 hour
MU 211-212 Theory and Laboratory	6 hours
MU 231 Survey of Band Instruments	2 hours
MU 232 Strings Class	1 hour
MU 260 Individual Instruction	1 hour
MU 311-312 Theory II and Laboratory	6 hours
MU 315 Form and Analysis	3 hours
MU 320-321 Music History	6 hours
MU 332 Literature of School Music	3 hours
MU 333 Diction for School Music	1 hour
MU 360 Individual Instruction	1 hour
MU 361 Conducting	2 hours
MU 460 Individual Instruction	0.5 hour
MU Ensemble	2.5 hours
MU Elective (Secondary Instruction Voice)	<u>2 hours</u>
Total	38 hours

Total hours required for the degree are 137

Bachelor of Science in Music-Vocal/Choral Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
MU 230 Principles of Music Education N-12	2 hours
MU 330 Methods of Teaching Music Mat I	2 hours

MU 331 Methods of Teaching Music Mat II	3 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 440 Internship N-12	9 hours
Total	37 hours

Teaching Field:

MU 160 Individual Instruction	1 hour
MU 201 College Choir	0.5 hours
MU 202 Aeolians	0.5 hours
MU 206 Handbells	0.5 hours
MU 211-212 Theory I and Laboratory	6 hours
MU 231 Survey of Band Instruments	2 hours
MU 232 Strings Class	1 hour
MU 260 Individual Instruction	1 hour
MU 311-312 Theory II and Laboratory	6 hours
MU 315 Form and Analysis	3 hours
MU 320-321 Music History	6 hours
MU 332 Literature of School Music	3 hours
MU 333 Diction for School Music	1 hour
MU 360 Individual Instruction	1 hour
MU 361 Conducting	2 hours
MU 460 Individual Instruction	0.5 hours
MU Ensemble	2 hours
MU Elective (Secondary Instruction Piano)	2 hours
Total	39 hours

Total hours required for the degree are 137

Bachelor of Science in Physical Education Teaching

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 440 Internship N-12	9 hours
PE 330 Methods in Teaching Physical Education	3 hours
Total	36 hours

Teaching Field:

PE 207 Intermediate Swimming	1 hour
PE 211 Health Principles	1 hour
PE 226 Team Sports	3 hours
PE 275 Gymnastics Team	1 hour
PE 285 Introduction to Physical Education	3 hours

PE 301 Individual and Dual Sports	3 hours
PE 305 Officiating Athletics Contests	2 hours
PE 310 Athletic Injuries	2 hours
PE 315 Motor Learning	2 hours
PE 335 Physical Education Tests and Measurements	3 hours
PE 340 Administration of Physical Education	2 hours
PE 401 Physiology of Exercise	3 hours
PE 410 Adapted Physical Education	2 hours
PE 415 Kinesiology	3 hours
PE Electives by Advisement	2 hours
BI 101 Life Science	3 hours
BI 111 Human Anatomy and Physiology	<u>3 hours</u>
Total	39 hours

Bachelor of Science in Religious Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours
ED 331 Methods in Teaching Secondary Bible	2 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 430 Internship	9 hours
Total	35 hours

Teaching Field:

RE 111 Life and Teachings of Jesus	3 hours
RE 200 Dynamics of Christian Living	2 hours
RE 201-202 Fundamentals of Christian Faith	6 hours
RE 301-302 Old Testament Prophets	6 hours
RE 311 Prophetic Interpretation: Daniel	3 hours
RE 312 Prophetic Interpretation: Revelation	3 hours
RE 331 Gift Of Prophecy	3 hours
RE 345 World Religions	2 hours
RE 412 Acts and Epistles	3 hours
RE 441 Bible Manuscripts	2 hours
RE Electives from 249, 450, and 451, ...	<u>5 hours</u>
Total	38 hours

Bachelor of Science in Social Science Education

Professional Studies:

Professional Studies Core Curriculum	18 hours
ED 230 Principles and Methods of Secondary Education	3 hours

ED 333 Methods in Teaching Social Studies	2 hours
ED 340 Methods in Teaching Secondary Reading	3 hours
ED 430 Internship	<u>9 hours</u>
Total	35 hours

Teaching Field:

EC 281 Principles of Microeconomics	3 hours
EC 282 Principles of Macroeconomics	3 hours
GE 201 Physical Geography	3 hours
GE 202 Cultural Geography	3 hours
GE 302 Regional Geography	3 hours
HI 103,104 World Civilization	6 hours
HI 165 African American History	3 hours
HI 211,212 United States History	6 hours
HI 314 Denominational History	3 hours
HI 322 Hist. of England II or HI 469 Modern Europe	3 hours
HI 325 African Civilization or HI 364 West Africa	3 hours
HI 459 Recent Amer. Hist. or HI 460 America in Indust. Age	3 hours
HI 480 Research Seminar	3 hours
PS 200 Comparative Government	3 hours
PS 211 American Government	3 hours
PS 300 State and Local Government	3 hours
PY 101 Principles of Psychology	3 hours
SO 101 Principles of Sociology	3 hours
SO 231 Social Problems	<u>3 hours</u>
Total	63 hours

Total hours required for the degree are 144

Description of Courses

ED 130 Orientation to Teaching **2 hours**

An introductory course in teaching that includes an overview of the American school system, and the preparation and qualities essential for successful teaching in public and private schools. Students will engage in classroom observation and participation in public school classrooms.

ED 200 Educational Psychology **3 hours**

A study of the nature of teaching and learning which addresses the fundamentals involved in the expected developmental progression of the learning process. The course focuses on ways in which psychological knowledge is applied to teaching at each domain (physical, social, emotional, and cognitive), as individual characteristics that influence instructional decisions. Additionally, it includes an investigation of theories of learning and motivation

and their instructional applications in educational settings. Prerequisites: PY 101 or SO 101, and ED 130.

ED 220 Principles of Elementary Education 3 hours

A course designed to give the prospective teacher an understanding of the principles and procedures of an elementary classroom. Opportunity is provided for observing, assisting, and instructing in laboratory classroom activities, including required experiences in a multigrade classroom. Prerequisite: ED 130.

ED 230 Principles and Methods of Secondary Education 3 hours

A course designed to give students an insight into and an understanding of the work of the teacher, as well as strategies for organizing and implementing classroom activities in the secondary school. The course includes a study of the principles governing the objectives, organization, and operation of the secondary school, in addition to methodologies, principles of classroom organization, and opportunities for simulated and clinical practice. Prerequisite: ED 130.

ED 250 Philosophy of Christian Education 1 hour

A study of the fundamental principles, concepts, and aims of Christian education.

ED 254 History, Philosophy, and Foundations of Education 3 hours

A study of historical, philosophical, and sociological foundations of education. Special emphasis will be placed on ways of addressing the challenges posed by the cultural diversity in American schools. Prerequisite: ED 130.

ED 275 Instructional Technology 3 hours

A course designed to provide the prospective teacher with a functional knowledge of the computer. It also encompasses a variety of current technologies and media applications for specific instructional designs in curriculum development and classroom presentations as well as the evaluation, selection, and use of technological materials and equipment. Additionally, a working knowledge of programming and software applications, such as word processing, spreadsheets, database, and Logo is included. Prerequisite: one unit of high school typing or AS 120.

ED 300 Classroom Organization and Management 3 hours

Analysis and implementation of effective classroom organization in self-contained, non-graded and multi-graded settings. Strategies for effective discipline, flexible grouping patterns, and healthy classroom climate are investigated. Prerequisites: ED 130 and 220.

ED 311-318 Methods and Materials of Teaching: N-8 3 hours

A series of courses in methods and materials used in teaching subject matter to elementary students. Emphasis is placed on planning and implementing unit activities in simulated and field experiences. Prerequisite: ED 200.

ED 311 Methods in Teaching Science and Health: N-8

ED 312 Methods in Teaching Music: N-8

ED 313 Methods in Teaching Language Arts: N-8

ED 315 Methods in Teaching Mathematics: N-8

ED 316 Methods in Teaching Art: N-8

ED 317 Methods in Teaching Bible: N-8 2 hours

ED 318 Methods in Teaching Social Studies: N-8

ED 328 Introduction to Religious Education 3 hours

This course is designed to prepare religion majors to serve as Bible instructors, assist pastors in organizing, implementing, and supervising various church activities to facilitate the full utilization of all the spiritual gifts of the members. Clinical activities are included. Prerequisites: ED 230 and 254.

**ED 331-338 Methods and Materials of Teaching
in the Secondary Schools** 2 hours

A series of courses in methods and materials used in teaching subject matter to students in the high school and intermediate grades. Emphasis is placed on planning and implementing specific learning activities in simulated and clinical settings. Prerequisite: ED 230.

ED 331 Methods in Teaching Bible in the Secondary School

ED 332 Methods in Teaching Language Arts in the Secondary School

ED 333 Methods in Teaching Social Studies in the Secondary School

ED 334 Methods in Teaching Mathematics in the Secondary School

ED 335 Methods in Teaching Science in the Secondary School

ED 336 Methods in Teaching Home Economics in the Secondary School

ED 337 Foundations in Vocational Education

ED 338 Business Education Techniques

ED 340 Methods in Teaching Reading in the Sec. School 3 hours

A content area reading course designed to acquaint the preservice teacher with reading and study strategies needed to address content assignments with understanding. Prerequisite: ED 230.

ED 341 Foundations of Reading **3 hours**

A course designed to examine the current trends and strategies used in teaching reading. Students are required to develop teacher-made materials and participate in teaching children to read as part of the field practicum activities. Prerequisite: ED 220.

ED 342 Reading Diagnosis and Remediation **3 hours**

This course investigates current practices, trends, techniques, and materials for diagnosis and remediation of reading difficulties. Prerequisite: ED 341.

ED 350 Introduction to Special Education (W) **3 hours**

This course acquaints prospective teachers and professional workers with the characteristics and problems of exceptional children and youth, including: the mentally retarded and advanced; the emotionally maladjusted; and those having visual, hearing, speech or other physical handicaps. Prerequisite: Junior and permission of instructor.

ED 351 Teaching the Disadvantaged Child **3 hours**

A study of the special characteristics and needs of children from poverty stricken communities and ways of teaching them. Prerequisite: Junior and permission of instructor.

ED 364 Libraries and Materials **3 hours**

This course is designed to introduce the student to the use and functions of a library and its resources. It will survey library organization, services, processes, and materials. Fundamentals of classification, basic reference materials, and general print and non-print materials will be studied. Prerequisite: CS 100 or ED 275.

ED 370 Educational Tests and Measurements **3 hours**

A course designed to provide functional knowledge of the meaning, use, and operation of tests and measurements in education. Use of measurement procedures in collecting data and applying appropriate statistical procedures in interpreting the results is presented. The role of evaluation in classroom instruction, the development of standardized tests, teacher-made tests, and other types of tests as well as the grading system are studied. Prerequisite: ED 200.

ED 376 Computer Assisted Instruction **2-4 hours**

A course designed to provide functional knowledge of the meaning, use, and role of Computer Assisted Instruction (CAI) in Education. The student will develop CAI packages and/or modules for classroom use. Prerequisite: CS 100 or ED 275.

ED 385 School Curriculum and Administration **3 hours**

A basic professional course designed to teach the essential elements in the

organization of the curriculum and the role of management in promoting the educative process. Prerequisite: Admission to teacher education.

ED 400 Contemporary Topics in Education

3 hours

A study of contemporary issues within the field of education. Guest lecturers, research projects, field experiences, and seminars comprise the format of this course. Prerequisites: Junior standing, admission to teacher education, and permission of instructor.

ED 420-440 Internship

9 hours

This course is offered each semester in cooperation with selected area schools. The student teacher will be assigned to a cooperating teacher at the beginning of the semester and will be expected to spend a minimum of ten (10) weeks full-time internship in the area school. A minimum of 300 clock hours is required. Student teachers are expected to provide their own transportation to their teaching centers and to follow the school calendars where they are assigned. College transportation is provided for a fee. The course requires weekly attendance at the student teaching seminars. Application to student teaching should be made during the spring semester prior to the beginning of the academic year in which student teaching is planned. Prerequisite: Senior standing.

ED 420 Internship in Elementary School

ED 430 Internship in Secondary School

ED 440 Internship: N-12

ED 490-491 Research and Independent Study

each 1-3 hours

A major research project which contributes to the knowledge base of the field of education. Project is tailored to the student's area of professional interest. Prerequisite: Admission to teacher education and permission of department chair.

Department of English and Communications

Professors:	Andrews, Barnes, B. Benn, Handy, Gooding (chair)
Associate Professors:	U. Benn, Browne, Davis
Assistant Professors:	Bowe, Daly, Harrison, Hinson, Hyman, Patterson, Tucker

Majors Offered:	Art (A.S.) Communications (B.A.) English (B.A.) English Education (B.S.) French (B.A.) Language Arts Education (B.S.) Spanish (B.A.)
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Minors Offered:	Art Communications English French Spanish
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Purpose

It is the purpose of the Department of English and Communications to provide essential service to every student. The English program provides strategies whereby students can learn to read with speed and comprehension, to speak and write clearly, to listen and recall correctly, and to perceive that literature is important because it is a source of vital insights into the problems and achievements of men--ancient or modern. Beyond and above these objectives, the department deals with languages from a Christian perspective by emphasizing such qualities of language as purity, kindness, and honesty.

The area of communications provides an opportunity for students of oral communications and mass communications to learn the theory and practice of the art of communications. Students are prepared for careers in all areas of media including print and audio/video production.

The objectives of the art program are to provide an environment for aesthetic and technical growth, to cultivate an appreciation of the many forms of visual experience, to provide opportunities for the joy of self-expression in the visual arts, and to prepare artists for employment in a wide variety of professions.

The program in foreign languages facilitates the B.A. degree and provides a profitable elective for students alert to society's growing multiculturalism and the cosmopolitan nature of our world. In conjunction with Adventist Colleges Abroad, the foreign language program offers a degree in French or Spanish.

High School Preparation

Students wishing to major in English or communications should follow the college preparatory program in high school. Students should endeavor to read widely and learn to express themselves clearly and correctly in speech and in writing.

Application for Admission

To be admitted as a major in the Department of English and Communications, students must have completed at least 32 hours of course work, including EN 102 Freshman Composition and CO 201 Fundamentals of Public Speaking. Applicants must also have an overall minimum GPA of 2.00, and have a minimum GPA of 2.25 in English and communications classes. Application forms must be obtained from, and completed and returned to, the department.

Exit Examinations

All majors in English and communications are required to take an exit examination during their senior year with a minimum 70 percent passing grade.

All art majors must present a portfolio to the art faculty and exhibit work in a senior art show.

Career Opportunities

English is an excellent degree for students desiring to enter general service areas of the business world where skills such as editing, grant proposal writing, and speech writing are always in high demand. Other opportunities include graduate school, journalism, law, library science, medicine, public relations, and teaching. Students in communications are prepared for professional careers in broadcasting, journalism, and public relations, or for media related positions in education and industry. Artists find employment in a variety of professions in thousands of organizations around the world. Foreign language majors with their bilingual skills find unlimited opportunities for work and graduate school.

Bachelor of Arts in Communications

This program is designed to enable students to study communications from individual, group, historical, societal, and cultural perspectives.

Major Requirements:

CO 201 Fundamentals of Public Speaking	3 hours
CO 231 Introduction to Journalism and Media Writing	3 hours
CO 241 Introduction to Mass Communications	3 hours
CO 330 Communication Theory	3 hours
CO 400 Mass Communications Law	3 hours
CO 401 or 403 Practicum or Internship in Communications	3 hours
CO Concentration in Advertising and Public Relations, Communication Arts, Electronic Media, or Print Journalism*	15 hours
CO Elective	3 hours
AR 204 Desktop Publishing for Graphic Design	3 hours
AS 120 Keyboarding	2 hours
Total	41 hours

*Advertising and Public Relations concentration:

CO 242 Mass Communication and Society	3 hours
CO311 Principles of Advertising	3 hours
CO 331 Public Relations and Public Information	3 hours
Electives by Advisement	6 hours

*Communication Arts concentration:

CO 301 Introduction to Electronic Media	3 hours
CO 320 Voice and Diction	3 hours
CO 421 Persuasion	3 hours
Electives by Advisement	6 hours

*Electronic Media concentration:

CO 301 Introduction to Electronic Media	3 hours
CO 343 Fundamentals of Audio Production	3 hours
CO 346 Fundamentals of Video Production	3 hours
Electives by Advisement	6 hours

*Print Journalism concentration:

CO 333 Feature Writing	3 hours
CO 431 Writing for Public Relations and Public Information	3 hours
CO 435 Editing	3 hours
Electives by Advisement	6 hours

Minor is required 18-21 hours

Bachelor of Arts in English

This degree is intended to meet the needs of students desiring a strong liberal arts background or of students planning to enter graduate or professional school.

Major Requirements:

EN 201 World Literature	3 hours
EN 211, 212 Survey of English Literature	6 hours
EN 301, 302 Survey of American Literature	6 hours
EN 304 Advanced Composition	3 hours
EN 311 Literary Criticism	3 hours
EN 341 Technical Writing, EN 351 Creative Writing, or	
CO 231 Introduction to Journalism	3 hours
EN 413 Descriptive English Grammar	3 hours
EN 431 Elizabethan Literature	3 hours
EN 470 Seminar in English	1 hour
EN Electives	9 hours
HI 321 or 322 History of England	<u>3 hours</u>
Total	43 hours

Minor is required 18-21 hours

**Bachelor of Science in English Education
and
Bachelor of Science in Language Arts Education**

These programs qualify persons to teach secondary school English or Language Arts. After graduation, students may apply for Alabama Class B Certificate: English or Language Arts, grades 7-12 and SDA Basic Teaching Certificate: English or Language Arts, grades 7-12.

Refer to the Department of Education section in this bulletin for the program outline. Program Advisor: L. Gooding.

Bachelor of Arts in French

Major Requirements:

FR 201-202 Intermediate French.....	6 hours
FR Electives (Offered at ACA Campus).....	27 hours
FR 490-491 Research or 6 hours of upper division electives.....	<u>6 hours</u>
Total.....	39 hours

Minor is required..... 18-21 hours

Bachelor of Arts in Spanish

Major Requirements:

SP 201-202 Intermediate Spanish.....	6 hours
SP Electives (Offered at ACA Campus).....	27 hours
Sp 490-491 Research or upper division elective.....	<u>6 hours</u>
Total.....	39 hours

Minor is required 18-21 hours

Associate of Science in Art Concentration: Commercial Art

This two-year program is designed to help prepare students to make rapid application of their skills in the commercial art world of visual communications. The students concentrate on creating posters, banners, murals and other publicity-type productions. Designs and layouts for books, magazines, advertisements and other printed materials are studied in a practical manner to produce camera-ready art for printing. Designers find gratifying employment in thousands of organizations around the world.

Major Requirements:

AR 101-102 Basic Design	6 hours
AR 111 Fund. of Drawing or AR 121 Fund. of Painting	2 hours
AR 141 Fundamentals of Photography	3 hours
AR 204 Desktop Publishing for Graphic Design	3 hours
AR 214 Desktop Publishing for Graphic Production	3 hours
AR 217 Art Appreciation	3 hours
AR 311 Advanced Drawing or AR 321 Advanced Painting	3 hours
AR 377 Portfolio	2 hours
AR Electives	<u>4 hours</u>
Total	29 hours

Associate of Science in Art Concentration: Photography

Photography has very broad and practical uses such as photo-journalism, documentation, illustration, and fine art. This two-year program provides training and experience with equipment and techniques in black and white, and color photography.

Major Requirements:

AR 101-102 Basic Design	6 hours
AR 111 Fundamentals of Drawing or AR 121 Painting	2 hours
AR 141 Fundamentals of Photography	3 hours
AR 204 Desktop Publishing for Graphic Design	3 hours
AR 217 Art Appreciation	3 hours
AR 341 Advanced Photography	3 hours
AR 374 Studio Photography	3 hours
AR 377 Portfolio	2 hours
Art Electives	<u>4 hours</u>
Total	29 hours

Minor in Art

AR 101 Basic Design	3 hours
AR 111 Fund. of Drawing or AR 121 Fund. of Painting	2 hours
AR 141 Fundamentals of Photography	3 hours
AR 217 Art Appreciation	3 hours
AR 311 Advanced Drawing, AR 321 Advanced Painting, or	
AR 341 Advanced Photography	3 hours
Art Electives (Must be upper division)	<u>6 hours</u>
Total	20 hours

Minor in Communications

CO 201 Fundamentals of Public Speaking	3 hours
CO 231 Introduction to Journalism and Media Writing	3 hours
CO 320 Voice and Diction	3 hours
CO 343 Radio Production or CO 346 Video Production	3 hours
Electives	<u>9 hours</u>
Total	21 hours

Minor in English

EN 201 World Literature	3 hours
EN 211, 212 Survey of English Literature	6 hours
EN 301, 302 Survey of American Literature	6 hours
EN 304 Advanced Composition	3 hours
Electives	<u>3 hours</u>
Total	21 hours

Minor in English (Writing Emphasis)

EN 201 World Literature	3 hours
EN 304 Advanced Composition	3 hours
EN 413 Descriptive English Grammar	3 hours
EN Literature Elective	3 hours
CO 231 Introduction to Journalism and Media Writing	3 hours
Select two courses from: EN 341 Technical Writing, CO 333 Feature Writing, CO 431 Writing for Public Relations, and CO 435 Editing	<u>6 hours</u>
Total	21 hours

Minor in French

FR 201-202 Intermediate French.....	6 hours
FR Electives (Offered at ACA Campus).....	<u>12 hours</u>
Total	18 hours

Minor in Spanish

SP 201-202 Intermediate Spanish.....	6 hours
SP Electives (Offered at ACA Campus).....	<u>12 hours</u>
Total.....	18 hours

Description of Courses

Art

AR 101- 102 Basic Design **3-3 hours**

A study of the basic principles and elements of representational and non-representational design. Two and three dimensional design is explored. Emphasizes understanding of line, color, shape, texture, and balance in spatial relationships.

AR 111 Fundamentals of Drawing **2 hours**

The fundamentals of rendering based on the principles and elements of design and spatial organization. Natural forms will be approached to develop the powers of observation, self-expression, and technical skills. Various black and white media will be used.

AR 121 Fundamentals of Painting **2 hours**

The fundamentals of painting in oils and or acrylics designed to develop the proper use of equipment, media, and color in landscape, still-life, and figure subjects.

AR 141 Fundamentals of Photography **3 hours**

The fundamentals of using the camera as an instrument of creative expression. The course is a hands-on experience in camera handling black and white negative and print developing, contact printing, and enlargements. Special emphasis is placed on materials, lighting, exposure, and photography as a means of creative aesthetic self expression. Students must have a 35mm camera. Rentals are available at the college bookstore.

AR 204 Desktop Publishing for Graphic Design **3 hours**

The study and use of lettering, type styles, graphics, and page layout design, and desktop publishing. The course is designed to study the advancement and refinement of graphic art techniques with emphasis on the proper use of mechanical tools and computer-aided (Macintosh) desktop publishing systems, as it relates to the commercial art industry.

AR 214 Desktop Publishing for Graphic Production **3 hours**

The study of preparing mechanical and computer generated graphics and page layout designs for press production. Designs will be carried to camera ready stage where students will use a process camera to produce PMT's, line negatives, and halftones.

AR 217 Art Appreciation **3 hours**

A general survey of art from prehistory to contemporary time. By means of lectures, slide and video presentations, the course is designed to engender an appreciation of visual expression and how art of cultures throughout the ages has shaped modern western culture. Prerequisite: EN 102.

AR 261 Sculpture **3 hours**

The basics of three dimensional designs in wood, stone, clay, plaster, and other materials, putting into practice the fundamentals of modeling, carving, casting, and construction. Emphasis is placed on design, tools, and techniques leading to the control and understanding of materials and their relationship to sculpture. No previous experience needed.

AR 311-312 Advanced Drawing **3-3 hours**

Advanced development of competent graphic expression by drawing from the model with emphasis on line, mass, gesture, and structure. Students manipulate various media and materials, developing an individual method and style. Prerequisite: AR 111.

AR 321-322 Advanced Painting **3-3 hours**

A continued study in the advancement of personal style and skill through the study of form and color in portrait and figure painting, using oils and acrylics. Prerequisite: AR 121.

AR 341-342 Advanced Photography**3-3 hours**

Advanced applications in black and white, and color photography producing prints, enlargements, and transparencies with emphasis on personal expressions and creative use of photography for illustration and fine art. Individual experimentation is highly recommended. Prerequisite: AR 141.

AR 367- 368 Independent Study**each 1-2 hours**

Art practicum of advanced, directed study or studio work in a selected area of deficiency or interest. Prerequisite: Permission of instructor.

AR 374 Studio Photography**3 hours**

A survey of lighting techniques used in the studio, ranging from portraiture to still life. The introduction of the larger format camera, 4 x 5 and some of its basic movements. To be able to understand the reasons for using various types of lighting equipment and some of the techniques employed in using them. The class hours will be devoted to lighting demonstrations in the studio, lectures, and critiquing of assignments. Laboratory will consist of planning out assignments, gathering props, shooting assignments, printing, and mounting for class critiques. Prerequisite: AR 141 or permission of instructor.

AR 377 Portfolio**1-3 hours**

The development of a professional portfolio of work done as samples for prospective employer(s). Preparation for job interviews will be emphasized and a well-written resume will be produced, ready for stepping into the job market. Prerequisite: Permission of instructor.

AR 397- 398 Senior Project**each 1-2 hours**

An individual project for all majors of creative work on an advanced level. Students will plan a public exhibit of their work. They will develop a permanent visual and written record of artistic efforts which, with selected original works, will become part of the department's collection. Prerequisite: Permission of instructor.

Communications

CO 201 Fundamentals of Public Speaking**3 hours**

A study of the fundamental principles of oral communication and their effective application through classroom speeches and constructive criticism. Prerequisite: EN 101.

CO 211 Oral Interpretation**3 hours**

Deals with the principles of analysis and reading performances including poetry, drama, and narrative prose. Emphasis is placed upon reading from the printed page (including the Scriptures) with fluency and effectiveness. Offered alternate years. Prerequisite: CO 201.

- CO 231 Introduction to Journalism and Media Writing** **3 hours**
The principles of news gathering, interpreting, and reporting are studied. Experience is gained in writing newspaper articles. Prerequisites: EN 102 and AS 120 or type 45 wpm.
- CO 232 Writing for Electronic Media** **3 hours**
The principles and techniques of script writing for radio and TV are explored and simulated. Prerequisite: EN 102.
- CO 241 Introduction to Mass Communications** **3 hours**
Explores the nature, functions, and responsibilities of mass media and agencies. A survey of newspapers, magazines, radio, television, advertising, public relations, press associations, and specialized publications. Prerequisite: EN 101.
- CO 242 Mass Communication and Society** **3 hours**
An analysis of the relationships between mass communication and society, including institutional functions and socioeconomic, structural-cultural and other factors affecting mass communications processes.
- CO 301 Introduction to Electronic Media** **3 hours**
Introduction to the electronic media profession includes a brief history of the field and of the interaction of technology and civilization; an overview of the various fields; and the relationship between the electronic media and the sciences, the arts, industry, and business. Prerequisite: CO 241.
- CO 311 Principles of Advertising** **3 hours**
An institutional and functional study of persuasion, consumer motivation and behavior, and application of the principles of advertising to electronic media. Offered alternate years. Prerequisite: CO 231.
- CO 320 Voice and Diction** **3 hours**
Trains for improvement in the use of the speaking voice. Attention is focused on range, flexibility, clarity of articulation, and standards of pronunciation, with individual help in the correction of faulty speech habits. Prerequisite: CO 201.
- CO 330 Communication Theory** **3 hours**
The scope and purpose of communication, the factors involved in the process, and the role of language in human behavior. Prerequisite: CO 201.
- CO 331 Public Relations and Public Information** **3 hours**
An in-depth analysis of various techniques of mass communication and how they are used to influence public opinion. Offered alternate years. Prerequisite: CO 231.

- CO 333 Feature Writing** **3 hours**
Theory and practice of writing feature stories for newspaper and magazine use, supplemented by practical assignments in interviewing, writing, revision, and marketing of articles. Prerequisite: CO 231.
- CO 342 Radio and TV Announcing** **3 hours**
A course designed to help the student acquire the skills that will lead to competent performance as a media announcer. Study is given to the speech techniques that are required in preparation, announcing, and narration of various types of material. Offered alternate years. Prerequisites: CO 241 and AS 120 or equivalent.
- CO 343 Fundamentals of Radio Production** **3 hours**
Practical aspects of radio production techniques are studied with emphasis on the basic operation of audio equipment. Group and individual production activities. Prerequisite: CO 241.
- CO 345 Religious Broadcasting** **3 hours**
A study of the principles and techniques of using the mass media to communicate the gospel. Prerequisite: CO 201.
- CO 346-347 Fundamentals of Video Production I-II** **3-3 hours**
A study of the fundamentals of studio and control room procedures for video production. The student is expected to become conversant with the basic operation of audio and video equipment. This includes planning, writing, casting, rehearsing, and coordinating technical aspects of production of all types of programs. Keyboard skills are required and a laboratory is involved. CO 347 is offered alternate years. Prerequisite: CO 242.
- CO 353 Fundamentals of Play Directing** **3 hours**
Theories of direction and production. Producing and directing a one-act play or one act from a longer play for public performance. Prerequisite: CO 201.
- CO 355 Creative Drama** **3 hours**
Philosophy and techniques involved in improvised drama, including drama for children. Prerequisite: CO 201.
- CO 400 Mass Communications Law** **3 hours**
An overview of legal aspects of the media with emphasis on libel, copyright, FCC laws, advertising, and marketing. Prerequisite: CO 242.
- CO 401-402 Practicum in Communications** **3-3 hours**
This course entails practical experience in journalism, communication arts, public relations, or audio/video production, with students working under the cooperative direction of professionals and the communications faculty. Students will become familiar with the on-going tasks and routines of newspaper or audio/video production facilities. Practicum of ten hours each

week is required. Prerequisite: Adequate background and consent of the instructors.

CO 403 Internship in Communications **2- 3 hours**

Student must work full time at a journalistic, public relations, or broadcast facility. Student must apply to the employing organization and be accepted to work four to eight weeks under the direction of a professional. Grading is by a departmental instructor based on a daily journal kept by the student and on the evaluation of the professional. Prerequisites: Adequate background, junior standing, and consent of the instructor.

CO 411 Broadcast Management **3 hours**

A study of the various aspects involved in managing a media facility as a medium for both profit and social change. Offered alternate years. Prerequisite: CO 201.

CO 421 Persuasion **3 hours**

An advanced speech course in which the student will study theories and models of persuasive speaking and practice the delivery of persuasive speeches. Offered alternate years. Prerequisite: CO 201.

CO 431 Writing for Public Relations and Public Information **3 hours**

Examines the style and format of public relations writing and analyzes the techniques of mass communications used to influence public opinion. Offered alternate years. Prerequisite: CO 231.

CO 435 Editing **3 hours**

Theory and practice of newspaper copy editing and headline writing. Emphasis is placed on the need to develop a broad grasp of contemporary social, political, and religious issues with discretion and finesse. Laboratory experience required. Prerequisites: CO 231 and 333.

English

EN 090 -091 English as a Second Language **3-3 hours**

A course designed for students whose native language is not English. Study and practice of English in its written form. Laboratory is required.

EN 095 Composition Skills Review **3 hours**

This course is required of all beginning freshmen during their first quarter, if the ACT enhanced English score is below 16, or the SAT English score is below 330. Laboratory is required. An exit examination is given before the completion of EN 095.

- EN 099 Developmental Reading** **2 hours**
This course is required of all beginning freshmen during their first quarter, if the ACT enhanced English score is below 16, or the SAT English score is below 330. Laboratory is required.
- EN 101-102 Freshman Composition** **3-3 hours**
A study of rhetoric designed to teach the student effective writing, reading, speaking, and listening. In EN 101, emphasis is placed on the short theme. Close study is given to expository and argumentative writing. In EN 102, attention is devoted to methods of research and an introduction to literature. The requirements for EN 102 may not be met by CLEP. An exit examination is given before the completion of EN 101 and 102.
- EN 201 World Literature (W)** **3 hours**
A survey of selected world masterpieces of literature--some in translation. Emphasis is placed on the ancient, medieval, and Renaissance periods, and on major African American authors. Prerequisite: EN 102.
- EN 204 Speed Reading** **2 hours**
A course designed for college students to increase their rate of comprehension. Speed drill, vocabulary, and comprehension exercises are covered.
- EN 211,212 Survey of English Literature I, II** **3,3 hours**
A study of English literature from Anglo-Saxon to modern times. Historical and biographical backgrounds are important but major emphasis is placed on a critical and evaluative analysis of the literature. Prerequisite: EN 102.
- EN 250 English Fundamentals** **2 hours**
A course designed for students who did not pass the English Proficiency Examination required in their junior year. In it, the basic mechanics of sentence and paragraph structure will be reviewed until the student can demonstrate the ability to write acceptable standard English. Only students who have taken the English Proficiency Examination may register for EN 250. The requirements of this course may not be met by special examination. This course may not count towards a major or minor in English.
- EN 301,302 Survey of American Literature** **3,3 hours**
A study of major American poets and prose writers and main currents of thought to which they contributed. Prerequisite: EN 102.
- EN 304 Advanced Composition (W)** **3 hours**
An intensive study designed to develop the writing skills of students through advanced rhetorical strategies. A grade of B or better exempts a student from the English Proficiency Examination. Prerequisites: EN 102 and junior standing.

- EN 305 Biblical Literature (W)** **3 hours**
A study of selected books from the Old and New Testaments with emphasis on their literary value and with consideration of the place of the Bible in world literature. Prerequisites: EN 211 or 212 and junior standing.
- EN 311 Theory and Practice in Literary Criticism (W)** **3 hours**
An introduction to theory of literature related to exercise in practical criticism. Attention is paid to technical terms and major schools of critical and historical theory from ancient to modern times. Prerequisites: EN 201 and any two of EN 211, 212, 301, or 302.
- EN 320,321 Black Literature I, II (W)** **2-3,3 hours**
A survey designed to introduce the student to literature written by black writers. EN 320 (2 credit hours) to 1900; EN 321 (3 credit hours) to present. Although other nationalities will be represented, the major emphasis will be upon literature produced in the United States. Prerequisites: EN 201, 211, 212, 301, or 302.
- EN 323 Modern American and British Literature (W)** **3 hours**
A study of major American and British poetry and prose writers from 1900 to 1950. Prerequisites: EN 211, 212, 301, or 312 and junior standing.
- EN 324 Contemporary American and British Literature (W)** **3 hours**
A study of major American and British poetry and prose writers since 1950. Offered alternate years. Prerequisites: EN 211, 212, 301, or 302, and junior standing.
- EN 341 Technical Writing (W)** **3 hours**
A course designed to meet the demands of writing in industry. Writing of reports, proposals, and memoranda with emphasis on organization and clarity is required. Prerequisite: EN 102 and junior standing.
- EN 351 Creative Writing** **3 hours**
Designed to meet the needs of those interested in developing skills in creative writing, fiction, non-fiction, and poetry. Prerequisite: EN 102 and junior standing.
- EN 411 History of the English Language (W)** **3 hours**
A study of the development of the language with emphasis on the sound system and grammar; application of historical insights into problems of teaching English. Offered alternate years. Prerequisites: EN 211 and 212.
- EN 413 Descriptive English Grammar (W)** **3 hours**
An intensive study of English grammar from both the traditional and the linguistic points of view. Prerequisite: EN 304.

- EN 421 Milton (W)** **3 hours**
 A study of Paradise Lost and Paradise Regained with some attention given to Milton's minor poems. Offered alternate years. Prerequisites: EN 211 and 212.
- EN 431 Elizabethan Literature (W)** **3 hours**
 A study of major authors and works of the period. Offered alternate years. Prerequisites: EN 211 and 212.
- EN 451 Romanticism (W)** **3 hours**
 A specialized course in the study of English poetry and prose between 1798 and 1832. Emphasis is placed on the classical background of Romanticism and the major Romantic poets. Offered alternate years. Prerequisites: EN 211 and 212.
- EN 461 Victorianism (W)** **3 hours**
 A specialized course emphasizing major English writers from 1832-1890. Attention is given to the milieu of the period. Offered alternate years. Prerequisites: EN 211 and 212.
- EN 470 Seminar in English** **1 hour**
 A seminar in which senior English majors will study current problems and developments in the broad field of English language and literature.
- EN 490-491 Research and Independent Study** **each 1-3 hours**
 Individual research under the guidance of an instructor. Limited to junior and senior majors. Prerequisite: Prior approval of the department chair.

French

- FR 101-102 Beginning French** **3-3 hours**
 Study of the fundamentals of grammar with elementary conversation and reading of simple material on French culture. Accurate pronunciation is stressed. Laboratory is required. Students with two or more years of high school French completed not more than two years before enrolling as a college freshman must register for Intermediate French.
- FR 201-202 Intermediate French** **3-3 hours**
 A general review and continuation of grammar and vocabulary building with special emphasis on the spoken language. Selected readings on French American life and culture. Laboratory is required. Prerequisite: FR 102.
- FR 490-491 Research and Independent Study** **3-3 hours**
 Individual research under the guidance of an instructor. Prerequisites: Senior majors who have completed one year on an ACA campus.

Courses offered at Institut Adventiste du Saleve (In quarter hours)

- FR 211 Phonetics** **1-2 hours**
Familiarization with the French system of phonetics and the primary rules of spelling. Includes exercises in transcription and a laboratory period.
- FR 221 Intermediate Composition** **2-3 hours**
Fundamental principles of French composition and stylistics.
- FR 251 Intermediate Oral Expression** **1-3 hours**
For students having a basic knowledge of French. They will learn how to function in a socially acceptable way in French culture by using the vocabulary, syntax, and sentence structure studied in FR 201 class in dialogues, role plays, and varied activities.
- FR 301 Advanced French** **6 hours**
For students scoring sufficiently high on the placement test or those having completed FR 201.
- FR 311 Phonetics** **1-2 hours**
Familiarization with the French System of phonetics and the primary rules of spelling. Includes exercises in transcription.
- FR 321 Advanced Composition I** **2-3 hours**
Techniques of composition, planning and organization, narrative procedures, descriptions and development of ideas.
- FR 351 Advanced Oral Expression I** **1-3 hours**
Students will develop their ability to express their ideas on different topics concerning French culture and civilization through presentations.
- FR 411 Phonetics** **1-2 hours**
Familiarization with the French system of phonetics and the primary rules of spelling. Includes exercises in transcription.
- FR 421-422-423 Advanced Composition II** **each 2-3 hours**
Techniques of expository writing. Study of the process of writing, analysis of the subject, narrative procedures, description and development of ideas.
- FR 425-426-427 French Rhetoric** **each 2-5 hours**
Techniques of expository writing (as for examinations). Study of the process of writing; analysis of the subject; documentation and research of ideas; complete outlining; writing of drafts and re-writing; linking of ideas in various parts of a text.
- FR 431-432-433 Advanced Orthography** **each 2-3 hours**
Intensive practical application of French orthography.

- FR 441-442-443 Advanced Grammar** **each 2-4 hours**
 Systematic review of the rules of French grammar.
- FR 451 Advanced Oral Expression II** **2-3 hours**
 Individual exercises and group discussion on a wide variety of current topics in order to allow the student to acquire and put into practice a more varied, precise, and flexible style of spoken French.
- FR 461-462 Literary Discussion** **2-2 hours**
 Systematic reading and analysis of vocabulary style ideas of specific French literary works. Every quarter new authors and books of different styles are studied in depth.
- FR 465-466-467 Literary Analysis** **each 2-3 hours**
 Reading, analysis, and commentary of French literary texts.
- FR 471-472-473 French Civilization** **each 2-3 hours**
 A study of the main artistic trends in French history and the importance and influence of French culture from the Middle Ages to contemporary times. French life today: intellectual, artistic, political, and religious.
- FR 481 Survey of French Literature** **2 hours**
 A study of the history of French literature and its different styles utilizing works from the Middle Ages to the 20th century.
- FR 491-492-493 Survey of French Literature** **each 2-3 hours**
 A study of the history of French literature and its different styles utilizing works from the 18th century to the 20th century.

Spanish

- SP 101-102 Beginning Spanish** **3-3 hours**
 A study of the fundamentals of grammar with elementary conversation and reading of simple material on Spanish and Hispanic American culture. Accurate pronunciation is stressed. Laboratory is required. Students with two or more years of high school Spanish completed not more than two years before enrolling as a college freshman must register for Intermediate Spanish.
- SP 201-202 Intermediate Spanish** **3-3 hours**
 A general review and continuation of grammar and vocabulary building with special emphasis on the spoken language. Selected readings on Spanish and Hispanic American life and culture. Laboratory is required. Prerequisite: SP 102.

SP 490-491 Research and Independent Study **3-3 hours**
Individual research under the guidance of an instructor. Prerequisites:
Senior major who has completed one year on an ACA campus.

Courses offered at Colegio Adventista de Sagunto (In quarter hours)

AP 201-202-203 Spanish Folklore **2-2-2 hours**
Insight on the customs, traditions, holidays, costumes, music, songs, and dances of the Spanish people with an in-depth study on individual regions.

SP 251-252-253 Intermediate Spanish Grammar **4-4-4 hours**
Review of grammar combined with oral and written practice at the intermediate level.

SP 261-262-263 Intermediate Spanish Composition **3-3-3 hours**
Written Spanish with special emphasis on grammar, orthography, and syntax at the intermediate level. At least one composition due each week based on everyday topics.

SP 271-272-273 Intermediate Spanish Conversation **2-2-2 hours**
Oral practice in class with emphasis on grammar, phonetics, and syntax at the intermediate level. Laboratory required.

SP 312-313 Spain and its Culture **2-2 hours**
Lectures and readings on Spanish culture--its history, politics, arts, and literature--with special emphasis on the Spanish way of thinking.

SP 331-332-333 History of Spanish Literature **3-3-3 hours**
A general study of Spanish literature from the Middle Ages to contemporary times. Recommended for students with advanced Spanish language skills.

SP 351-352-353 Advanced Spanish Grammar **4-4-4 hours**
An in-depth study of Spanish grammar and syntax combined with both oral and written practice.

SP 361-362-363 Advanced Spanish Composition I **3-3-3 hours**
Written Spanish with special emphasis on reading comprehension and compositions which incorporate the usage and understanding of studied grammatical structures. Compositions will be related to themes studied in class.

SP 371-372-373 Advanced Spanish Conversation I **2-2-2 hours**
Attainment of a strong basic Spanish vocabulary with special emphasis on grammatical structures and idioms, and an understanding of the different speaking levels that exist within the language. Emphasis will also be placed

on being able to understand and participate fluently and with self-confidence in a colloquial Spanish conversation. Laboratory is required.

SP 399 Readings in Spanish Literature **1-3 hours**

SP 422-423 Translation and Interpretation **2-2 hours**

Translation methodology and its application to translations of Spanish texts into English and vice versa. Attention is given to the idiomatic expressions in both languages.

SP 451-452-453 Advanced Spanish Grammar II **4-4-4 hours**

Review of grammar with emphasis on difficult points of grammar, orthography, syntax, and style combined with the study of expressions, idioms, and an increase in vocabulary.

SP 461-462-463 Advanced Spanish Composition II **3-3-3 hours**

Written Spanish with special emphasis on difficult points of grammar, orthography, syntax, and style combined with the study of expressions, idioms, and an expanded vocabulary.

SP 471-472-473 Advanced Spanish Conversation II **2-2-2 hours**

Discussion at all levels of the language: colloquial, technical, and philosophical. Some of the discussions will be taken from newspapers and/or magazines. Special emphasis on syntax, style, phonetic accuracy, and vocabulary. Two hours of laboratory required each week.

Department of Family and Consumer Sciences

Professor: Davis (Chair)
Associate Professors: Reaves, Warren
Assistant Professor: Smith

Majors: Dietetics (B.S.)
Home Economics (B.S.)
Home Economics Education (B.S.)
Human Development and Family Studies (B.S.)

Minors: Apparel and Design
Child Development
Food and Nutrition
Home Economics

Purpose

It is the purpose of the Department of Family and Consumer Sciences to provide professional programs in nutrition, human development and family studies, home economics education, and general home economics. The faculty requires that every student enrolled in each professional program acquire an understanding of the body of knowledge specified for that program. The department will provide a Christian perspective to all aspects of human environmental sciences and utilize knowledge and skills to strengthen family life in the home and society.

The Department of Family and Consumer Sciences is fully accredited by the State Department of Education. It has also been approved for the Didactic Program in Dietetics by the American Dietetics Association. Students planning to qualify for the Didactic Program in Dietetics must see the Program Director for a list of current classes required by the American Dietetic Association.

All majors are required to become members of the student section of the American Association of Family and Consumer Sciences or the American Dietetic Association.

Application for Admission

To be admitted as a major in the Department of Family and Consumer Sciences, students must have completed at least 32 semester hours, including EN 102 Freshman Composition, and have an overall minimum GPA of 2.00. Application forms must be obtained from, and returned to, the department.

Exit Examination

All students are required to take an exit examination the first semester of their senior year. Evaluation of conceptual skills, techniques of projects, and laboratory performances will be included in the examination. All students must pass the examination with 70 percent proficiency before graduation.

Career Opportunities

Career choices for graduates from this department include: dietitians, fashion coordinators, fashion designers, family life specialists, hospital administrators, interior decorators, nutritionists, preschool directors, and teachers. Several alumni have received scholarships to study at prestigious graduate schools in the United States, and others have dedicated their lives to improving the quality of life for individuals internationally.

Bachelor of Science in Dietetics

This program is designed for students who possess a strong interest in the sociological, psychological, physiological, and economical aspects of food and nutrition.

Upon completion of this program, students may qualify for registration by the American Dietetic Association (ADA) by applying for admission to the Approved Professional Practice Program (AP4), or an accredited dietetic internship. After the successful completion of either the AP4 program or an internship, a student can apply for the ADA registration examination. Advisor: D. Smith.

Major Requirements:

FS 101 Introduction to Family and Consumer Sciences	1 hour
FS 111 Food Preparation	3 hours
FS 131 Nutrition	3 hours
FS 301 Experimental Foods	3 hours
FS 321 Advanced Nutrition	3 hours
FS 360 Vegetarian Cuisine	3 hours
FS 421 Quantity Food Management	3 hours
FS 431 Food Systems Management	3 hours
FS 433 Community Nutrition	3 hours
FS 440 Clinical Nutrition	3 hours
FS 453 Senior Seminar	1 hour
FS 490 Research and Independent Study	3 hours
BA 310 Principles of Management	3 hours
BI 111-112 Human Anatomy and Physiology	6 hours
BI 221 Microbiology	4 hours
CH 111-112 General Chemistry	8 hours
CH 301-302 Organic Chemistry	8 hours

CH 331 Nutritional Biochemistry	3 hours
ED 336 Methods in Teaching Home Ec. in Secondary Schools ..	2 hours
EN 341 Technical Writing	3 hours
PY 101 Principles of Psychology	3 hours
PY 307 Statistical Methods	3 hours
SO 101 Principles of Sociology	<u>3 hours</u>
Total	78 hours

General Education Requirement variation:

CH 111-112 Chemistry substitutes for the physical science course

Bachelor of Science in Home Economics

This program provides the students with holistic concepts of home economics. Courses in apparel and design, child development, family economics, home management , nutrition, and parent education are included in the curriculum. Students are prepared for graduate study , cooperative extension work, and business careers.

Major Requirements:

FS 101 Introduction to Family and Consumer Sciences	1 hour
FS 111 Food Preparation	3 hours
FS 131 Nutrition.	3 hours
FS 151 Fashion Sewing Selection	3 hours
FS 152 Fashion Sewing and Textiles	3 hours
FS 201 Art in Life	3 hours
FS 211 Social and Professional Ethics	1 hour
FS 221 Home Management	3 hours
FS 305 Parenting	3 hours
FS 340 Family Economics and Management	3 hours
FS 341 Home Management Practicum	3 hours
FS 342 Family Living.	3 hours
FS 355 Human Development	3 hours
FS 401 Dress Design	3 hours
FS 411 Housing and Interiors	3 hours
FS 421 Quantity Food Management	3 hours
FS 453 Senior Seminar	1 hour
FS Electives	12 hours
CH 101 Introduction to Inorganic Chemistry	<u>4 hours</u>
Total	61 hours

Bachelor of Science in Home Economics Education

This program qualifies a person to teach secondary school home economics. After graduation, students may apply for the Alabama Class B Certificate: Home Economics, grades 7-12 and SDA Basic Teaching Certificate: Home Economics, grades 7-12.

Refer to the Department of Education section in this bulletin for the program outline. Advisor: R. Davis.

Bachelor of Science in Human Development and Family Studies

This program focuses on the family and relationships throughout the life cycle in a setting of multicultural forces. This curriculum prepares students for careers in child development, family life, government, social services agencies, and businesses which specialize in goods and services for the family.

Majors who desire to teach in the primary grades but have not completed a traditional teacher education program may obtain teacher certification in early childhood education or early childhood education for the handicapped by entering the Alabama non-traditional fifth year program at the University of Alabama in Huntsville, or Alabama A & M University.

Major Requirements:

FS 101 Introduction to Family and Consumer Sciences	1 hour
FS 111 Food Preparation	3 hours
FS 131 Nutrition	3 hours
FS 210 Principles of Early Childhood Education	3 hours
FS 221 Home Management	3 hours
FS 231 Developing Creativity in Young Children	3 hours
FS 302 Preschool Environments	3 hours
FS 305 Parenting	3 hours
FS 340 Family Economics and Management	3 hours
FS 341 Home Management Practicum	3 hours
FS 342 Family Living	3 hours
FS 355 Human Development	3 hours
FS 358 Infant and Toddler Developmental Studies	3 hours
FS 403 Child Development Practicum	3 hours
FS 404 Administration and Supervision of Preschools	3 hours
FS 421 Quantity Foods	3 hours
FS 452 Advanced Family Studies	3 hours
FS 453 Senior Seminar	1 hour
FS 454 Internship in Human Development and Family Studies ...	3 hours
FS Electives	3 hours
SW 210 Gerontology or SW 212 Minority Aging	3 hours
ED 341 Foundations of Reading	3 hours
Total	62 hours

Minor in Apparel and Design

FS 151 Fashion Sewing Selection	3 hours
FS 152 Fashion Sewing and Textiles	3 hours
FS 201 Art in Life	3 hours
FS 351 Tailoring	3 hours
FS 401 Dress Design	3 hours
FS 411 Housing and Interiors	<u>3 hours</u>
Total	18 hours

Minor in Child Development

FS 231 Developing Creativity in Young Children	3 hours
FS 210 Principles of Early Childhood Education	3 hours
FS 302 Preschool Environments	3 hours
FS 305 Parenting	3 hours
FS 355 Human Development	3 hours
FS 358 Infant and Toddler Development Studies	3 hours
FS 403 Child Development Practicum	<u>3 hours</u>
Total	21 hours

Minor in Food and Nutrition

FS 111 Food Preparation	3 hours
FS 131 Nutrition	3 hours
FS 355 Human Development	3 hours
FS 360 Vegetarian Cuisine	3 hours
FS Electives (upper division)	<u>6 hours</u>
Total	18 hours

Minor in Home Economics

FS 111 Food Preparation	3 hours
FS 151 Fashion Sewing Selection	3 hours
FS 221 Home Management	3 hours
FS 305 Parenting	3 hours
FS 342 Family Living	3 hours
FS 355 Human Development	3 hours
FS Electives (upper division)	<u>3 hours</u>
Total	21 hours

Description of Courses

- FS 101 Introduction to Family and Consumer Sciences** **1 hour**
A survey of home economics as a field of study, its organizational framework, growth and expansion, and present status; exploration of career opportunities in home economics and in related disciplines that utilize home economics and skills.
- FS 111 Food Preparation** **3 hours**
The selection, care, composition, and preparation of foods. One laboratory each week.
- FS 131 Nutrition** **3 hours**
Basic principles of human nutrition, including nutrients and allowances for various ages and normal stress conditions. Carries credit toward the general education requirement in science.
- FS 151 Fashion Sewing Selection** **3 hours**
Artistic and economic factors are studied and applied to clothing for the family. Emphasis is placed on planning, buying, alteration, cost, care, and renovation of clothing. This course offers students opportunities in construction of garments for the family, using patterns to develop speed and confidence.
- FS 152 Fashion Sewing and Textiles** **3 hours**
The impact of technology on textile fibers and fabric structure, recognition of fiber properties and finishing processes as they apply to construction and selection of clothing.
- FS 201 Art in Life** **3 hours**
Designed to develop an understanding of basic guidelines for an aesthetic appreciation of art in today's world. To increase enjoyment in art and to produce freedom of expression.
- FS 210 Principles of Early Childhood Education** **3 hours**
A course designed to give the prospective teacher an understanding of the principles and procedures employed in the organization, management, and supervision of an early childhood education program.
- FS 211 Social and Professional Ethics** **1 hour**
A course designed to develop an understanding of the current social code for both men and women and to provide experience in its application to college life, home, and community living. Acceptable modes of interacting in social and professional situations are presented.
- FS 221 Home Management** **3 hours**
A study of management of time, energy, finance, food, clothing, health and recreation in homemaking and family life.

- FS 231 Developing Creativity in Young Children** **3 hours**
Development of creativity and self-expression in children through stories, music, rhymes, play activities, and creative media. One three-hour laboratory is required each week.
- FS 301 Experimental Foods** **3 hours**
Research methods applied to individual and class problems in food preparation. Laboratory included. Prerequisites: FS 111 and CH 102. Offered alternate years.
- FS 302 Preschool Environments** **3 hours**
Examination of preschool programs in alternative environments including criteria for physical facilities, child health and safety, personnel and licensing, management of finances and current legislation. Prerequisite: Junior standing.
- FS 305 Parenting** **3 hours**
Current theories related to the effects of various parenting methods. Emphasis on designing a learning environment within the home for the holistic development of the child. Prerequisite: Junior standing.
- FS 321 Advanced Nutrition (W)** **3 hours**
A study of the physiological and chemical factors involved in the absorption and metabolism of food nutrients and how these factors apply to normal nutrition. Prerequisites: FS 111 and CH 331. Offered alternate years.
- FS 340 Family Economics and Management** **3 hours**
A study of supply and demand, consumer welfare, credit, protection and legal regulations, and current issues which affect the individual's total responsibility as a consumer in today's changing economic environment. Prerequisite: Junior standing.
- FS 341 Home Management Practicum** **3 hours**
Cooperative living in homemaking groups in the home management house. Experience is given in management, accounting, food preparation and services, aesthetic arrangements, and entertaining. Charges are based on prevailing food costs. Registration required in the department office one semester in advance. Prerequisite: FS 340.
- FS 342 Family Living (W)** **3 hours**
Evaluation of membership in a social structure created to benefit each person as a contributor to the family and to society in their physical, mental, and religious aspects. Prerequisite: FS 355.
- FS 351 Tailoring** **3 hours**
Principles involved in making suits and coats for men and women. Open only to those who show skill in the construction of garments. Prerequisite: FS 151 or by approval.

- FS 355 Human Development** **3 hours**
A study of the physical, mental, emotional and social development of the individual from conception through senescence with particular emphasis on normal adaptation to change and learning processes. Observation and laboratory are required. Prerequisite: Junior standing.
- FS 358 Infant and Toddler Development** **3 hours**
An in-depth study of infants and toddlers with special emphasis on developing and setting up creative programs for infants and toddlers. Observation and participation in infant and toddler programs required. Prerequisite: Junior standing.
- FS 360 Vegetarian Cuisine** **3 hours**
A study of foods, cookery, nutrition and demonstration techniques as they apply to planning nutritionally balanced meals based upon a vegetarian diet. Laboratory included. Prerequisite: FS 111.
- FS 401 Dress Design** **3 hours**
A course involving principles of draping and flat pattern design and their practical applications in sewing. Current construction techniques and individualized fitting are stressed. Prerequisite: FS 151.
- FS 403 Child Development Practicum** **3 hours**
Effective methods of working with children, impact of teacher behavior on the behavior of the children, teacher-parent and teacher-teacher relationships. Two lectures and six hours of observation and participation in a child development laboratory program. Prerequisites: FS 210, 231, 302, 355, and 358.
- FS 404 Administration and Supervision of Preschools** **3 hours**
Development center: essential planning procedures including curriculum, guidance, health protection, housing, equipment, food service, budgeting, parent-staff relations, social services, and community relations. Six hours of laboratory are required each week. Prerequisite: FS 403.
- FS 411 Housing and Interiors** **3 hours**
A study of the principles of planning housing and living environments in relation to needs, resources, and life styles of individuals and families at all stages of the life cycle. Prerequisite: FS 201.
- FS 421 Quantity Food Management** **3 hours**
Introduction to the responsibilities of first level food service supervisors in quantity food service; includes planning, preparation, service, and safety of acceptable nutritionally adequate meals at designated budgetary levels. Laboratory experience in quantity food production. Prerequisite: FS 111.

- FS 431 Food Systems Management** **3 hours**
Introduction to food services, principles of organization and management, financial control, equipment selection, layout in institutional food service, and technical operations. Prerequisite: FS 421. Offered alternate years.
- FS 433 Community Nutrition** **3 hours**
A study of nutrition care service delivery system within the community with emphasis upon nutritional assessment, planning, intervention, evaluation, education, and the legislative process. Laboratory included. Prerequisite: FS 131.
- FS 440 Clinical Nutrition** **3 hours**
The principles of nutrition applied to physiological conditions altered by disease and abnormalities. Nutritional assessment techniques, nutrition care strategies, and diet therapy will be emphasized. Laboratory included. Prerequisite: FS 321. Offered alternate years.
- FS 442 Occupational Home Economics** **3 hours**
A course designed to provide supervised occupational work experience in home economics. Prerequisite: FS 421.
- FS 452 Advanced Family Studies (W)** **3 hours**
An in-depth study of the family and the interrelationships that exist between the family and the community. Observation and participation in community agencies required. Prerequisite: FS 342.
- FS 453 Senior Seminar** **1 hour**
A study of professional organizations, meetings, and publications in all areas of family and consumer sciences. Includes resume writing and job search. Prerequisite: Departmental senior or permission of instructor.
- FS 454 Internship in Human Development and Family Studies** **3 hours**
Organized opportunities for work experience in cooperative extension services and family agencies. Prerequisite: Departmental senior or permission of instructor.
- FS 490-491 Research and Independent Study** **each 1-3 hours**
Individual research. Limited to majors. Prerequisites: Departmental senior and prior approval by department chair.

Department of History

Professors: Barham, Hasse, Saunders (Chair)

Instructor: Smith-Winbush

Majors: History (B.A.)
Social Science Education (B.S.)

Minors: African American Studies
History
Political Science

Introduction

The Department of History comprises areas of study in various fields of history, political science, and geography. Courses are designed to meet the questions of the past, and problems of the contemporary world in areas of American, Latin American, European, African, and Christian Church history. Political Science courses are built around the various structures and concepts of politics, government, diplomacy, and international relations. Three survey courses are offered in cultural, physical, and regional geography.

Purpose

It is the purpose of the Department of History to prepare students to use the discipline of history as an analytical tool to understand the dynamics of today's ever-changing and complex society. Students are expected to synthesize a working knowledge base from their work in courses representing the major subject areas of study and from documents pertinent to their study and writing in these areas. From this knowledge base, students will distinguish between and show appreciation for the diversity of world cultural institutions. In addition, students will exemplify, through their life-styles, the spiritual and moral values gleaned from these courses.

Application for Admission

To be admitted as a major in the Department of History, students must have completed at least 40 hours of course work, including EN 102 Freshman Composition, HI 103 or 104 World Civilization, and HI 211 or 212 United States History. Applicants must also have an overall minimum GPA of 2.00, and have a minimum GPA of 2.25 in the history courses. Application forms must be obtained from, and returned to, the department.

Exit Examinations

Candidates for the B.A. degree in history must pass a departmental exit examination before graduation with a minimum grade of C+. This examination consists of both written and oral sections. Students will also be required to take one of the national standardized tests, e.g., the GRE, but the score will not affect the student's graduation.

Career Opportunities

Most graduates in history attend law school; others choose graduate school for careers in teaching and research. They may also find rewarding careers in governmental agencies such as the Department of State, and the Diplomatic Corps, private industry, foundations, archives, and criminal justice organizations.

Bachelor of Arts in History

Major Requirements:

HI 103 World Civilization	3 hours
HI 104 World Civilization	3 hours
HI 211 U.S. History	3 hours
HI 212 U.S. History	3 hours
HI 325 African Civilization or HI 364 West African Civilization	3 hours
HI 459 Recent America or HI 460 America in the Industrial Age ..	3 hours
HI 468 Age of Revolution or HI 469 Modern Europe	3 hours
HI 480 Research Seminar	3 hours
HI 490 Independent Study	3 hours
HI Electives (9 hours must be upper division)	15 hours
PS Elective	<u>3 hours</u>
Total	45 hours

Minor Required 18-21 hours

Bachelor of Science in Social Science Education

This degree provides a comprehensive secondary school social science program, including economics, history, geography, political science, psychology, and sociology. After graduation, students may apply for the Alabama Class B Certificate: Social Science, grades 7-12 and the SDA Basic Teaching Certificate: Social Science grades 7-12.

Refer to the Department of Education section of this bulletin for the program outline. Program advisor: L. Hasse.

Minor in African American Studies

HI 165 African American History or HI 261 Black Diaspora	3 hours
HI 325 African Civilization or HI 364 West African History	3 hours
EN 320 or 321 Black Literature	2-3 hours
Select from: HI 165 or HI 261, HI 325 or HI 364 (see above), HI 265 Minorities in America, ED 351 Teaching the Disadvan- taged Child, EN 320 or 321 (see above), PY 431 Black Psychological Perspectives, RE 211 Black Liturgy, and SW 335 Poverty and Deprivation	<u>11-12 hours</u>
Total	19-21 hours

Minor in History

HI 103 or HI 104 World Civilization	3 hours
HI 211 or HI 212 U.S. History	3 hours
HI 325 African Civilization or HI 364 West Africa	3 hours
HI 459 Recent America or HI 460 America in the Industrial Age ...	3 hours
HI 468 Age of Revolution or HI 469 Modern Europe	3 hours
HI Electives (3 hours must be upper division)	<u>6 hours</u>
Total	21 hours

Minor in Political Science

PS 120 Introduction to Political Science	3 hours
PS 200 Comparative Gov't. or PS 440 International Relations	3 hours
PS 211 American Gov't. or PS 300 State and Local Gov't.	3 hours
PS 351 or PS 352 Public Policy I or II	3 hours
PS 471 or PS 472 U. S. Constitutional Law I or II	3 hours
PS Electives (upper division)	<u>6 hours</u>
Total	21 hours

Description of Courses

Geography

GE 201 Physical Geography	3 hours
A survey course designed to help the student understand the vital relation- ship between man and the physical environment.	

GE 202 Cultural Geography	3 hours
An anthropological and environmental study of the interaction between humans and their environment, dealing with the origin and diffusion of man,	

race, and culture, and the evolution of man's institutions from the earliest times to the present and problems of urban growth, population explosion, pollution, food shortages, and environmental concerns.

GE 302 Regional Geography

3 hours

A study of the world's major geopolitical regions and the interaction of their cultures with the climate, resources, industrial development, and environment. Prerequisite: GE 201.

History

HI 103 World Civilization I

3 hours

A survey course that investigates the great movements of history from ancient times to 1650 A.D.

HI 104 World Civilization II

3 hours

A survey course that investigates the great movements of history from the era of 1650 A.D. to the present time.

HI 165 African American History

3 hours

A survey of the black diaspora with an emphasis on their experience in the United States from the ancient kingdoms of West Africa.

HI 211 United States History I

3 hours

A survey of American history from 1607 to 1877.

HI 212 United States History II

3 hours

A survey of American history from 1877 to the present .

HI 261 Black Diaspora

3 hours

A comparative study on the scattering, plantation experience, post-emancipation period, and the continuing struggle for the equality of blacks in Latin America, the Caribbean, and the United States.

HI 265 Minorities in America

3 Hours

An examination of the struggles and contributions of such minorities as African-Americans, Native Americans, Hispanics, Asians, and women in the United States.

HI 314 Denominational History (W)

3 hours

A survey course of the rise and progress of the Seventh-day Adventist Church. Prerequisite: HI 104 or 211.

HI 319 Latin America (W)

3 hours

A survey of Spanish and Portuguese America from the arrival of Columbus to the present. Emphasis will be placed on the Caribbean connections. Prerequisite: HI 104.

- HI 321 History of England I (W)** **3 hours**
A study of the development of England from the Roman Conquest to 1660, with emphasis on the Tudors and Early Stuarts period. Prerequisite: HI 103.
- HI 322 History of England II (W)** **3 hours**
A study of the development of England and the British Empire from the Civil War to the present. Prerequisite : HI 104.
- HI 325 African Civilization (W)** **3 hours**
A survey of African civilization from the middle ages through the post colonial period (1960). Prerequisite: HI 103 or 104.
- HI 364 West African Civilization (W)** **3 hours**
A study of West Africa from approximately 1000 A.D. to the present. The period examines the rise and decline of Ancient Ghana, Mali, and Songhay. It also examines the Black diaspora, European penetration of West Africa, and the West African response to colonialism. Prerequisite: HI 103 or 104.
- HI 444 History of the Christian Church (W)** **3 hours**
A study of the formation and development of the Christian church until the thirteenth century with particular emphasis on the first four centuries. Prerequisite: HI 103.
- HI 446 The Age of Reformation (W)** **3 hours**
A study of the main events in European history from 1450-1650, with emphasis on the religious controversy. Prerequisite: HI 103.
- HI 459 Recent American History (W)** **3 hours**
A pluralist study of the urban-industrial society of America, 1918 to the present. Offered alternate years. Prerequisite: HI 211 or 212.
- HI 460 America in the Industrial Age (W)** **3 hours**
A pluralist study of the urban-industrial society of America, 1877 to 1918. Offered alternate years. Prerequisite: HI 211 or 212.
- HI 468 The Age of Revolution (W)** **3 hours**
A study of the main events in European history from 1789-1848, with emphasis on the French Revolution and Napoleon. Prerequisite: HI 104.
- HI 469 Modern Europe (W)** **3 hours**
A study of the main events in European history from 1850-1950, with emphasis on England, France, Germany, Russia, imperialism, and the two World Wars. Prerequisite: HI 104.
- HI 480 Research Seminar (W)** **3 hours**
A major research paper in history under the supervision of the professor

specializing in that area. Required of all history majors in their senior year.
Prerequisite: Senior history major.

HI 490-491 Independent Study **each 1-3 hours**

A reading and study course in selected history topics. May be taken only once from the same professor. Prerequisites: History major with a cumulative GPA of 3.00.

Political Science

PS 120 Introduction to Political Science **3 hours**

An examination of the standard essentials of political science in which are considered certain contemporary political doctrines, systems of government, political organization and behavior, and a look at various worldwide governmental policies.

PS 200 Comparative Governments **3 hours**

A comparative analysis of the political system of various nations with specific attention to the development of England, France, Japan, India, and Nigeria.

PS 211 American Government **3 hours**

A course of study concerning the organization of the United States government in regard to various branches at federal and state levels.

PS 300 State and Local Government (W) **3 hours**

The study of the structure of state and local governments, including the historical development of local and regional governments in America.
Prerequisite: PS 120.

PS 351, 352 Public Policy I, II (W) **3,3 hours**

An examination of the economic, political, social, and institutional factors which influence the policymaking process in the United States. Case studies will be reviewed in the areas of economics, health, welfare, civil rights, defense, criminal justice, education, and environmental issues. Prerequisite: PS 120.

PS 440 International Relations (W) **3 hours**

A study of critical factors affecting the conduct of international relations. Emphasis is placed on nationstates, global and regional international organizations, multi-national corporations, individuals in the international arena, and the forces they bring to bear on the international political system. Prerequisite: PS 120.

PS 450 American Diplomacy (W) **3 hours**

Past and current American foreign policies with emphasis on historical development and processes of formulation. Prerequisite: HI 211 or 212.

PS 471, 472 United States Constitutional Law I, II (W)

3,3 hours

A study in the growth and development of the American constitutional system with emphasis on the policy-making role of the Supreme Court.

Prerequisite: HI 211 or 212.

Department of Mathematics and Computer Science

Professor: Blake (Chair)
Associate Professor: Dobbins
Assistant Professors: Jeres, Monroe, Osei

Majors: Applied Mathematics (B.S.)
Computer Science (B.S.)
Mathematics (B.A.)
Mathematics and Computer Science (B.A.)
Mathematics Education (B.S.)

Minors: Computer Science
Mathematics
Physics

Purpose

It is the purpose of the Department of Mathematics and Computer Science to provide students with experiences which will assist them in defining their life and career objectives. Course offerings, advisors, and day-to-day contact with faculty and other students contribute to this goal. The courses provide the necessary background which will allow students to pursue graduate work, teach secondary school, obtain employment in government and industry, and acquire mathematical tools for use in the physical, social, life, and management sciences. The department also provides for students' academic development, an intellectual environment, personal development, interpersonal skills, and self-understanding. These goals reflect the department's philosophy, that the fostering of the intellectual growth and development of the students is our primary reason for being.

High School Preparation

Although many colleges provide remedial work in mathematics, potential mathematics majors will be at an advantage if they acquire skills in algebra, geometry, and trigonometry while in high school. These subjects are needed for traditional college calculus.

Application for Admission

To be admitted as a major in the Department of Mathematics and Computer Science, students must have completed at least 32 hours of course work including EN 102 Freshman Composition. Students must also have completed

MA 171-172 Calculus, if a mathematics major, or CM 210, 220, if a computer science major. Applicants must have an overall minimum GPA of 2.00 and a minimum GPA of 2.25 in mathematics or computer science. Application forms must be obtained from, and returned to, the department.

Exit Examination

All majors in the Department of Mathematics and Computer Science are required to pass an exit examination with at least a grade of C. This examination will be administered during the fall semester of their senior year.

Career Opportunities

Careers are available in mathematics in teaching: the public school system, the junior or community college system, and the college or university system, and in industry: computer mathematician, operation researcher, statistician, classical engineering assistant, actuarial training, surveying assistant, research clerical accounting, and cartography.

A degree in computer science will provide opportunities in teaching, industry, and government. Several firms employ persons to design and write programs for computer users. Computer manufacturers are major employers of well trained computer scientists. A graduate degree in computer science provides more opportunities in teaching and research.

Bachelor of Science in Applied Mathematics/Engineering

This is a cooperative dual degree program in which the student spends approximately three years at Oakwood College and approximately two years at the University of Alabama in Huntsville (UAH). Following the successful completion of all requirements, the student will be awarded the degree of Bachelor of Science in Applied Mathematics from Oakwood College. The student will also receive the degree of Bachelor of Science in Engineering from UAH in one of the following areas: civil engineering, computer engineering, electrical engineering, industrial and systems engineering, or mechanical engineering.

Major Requirements:

CH 111-112 General Chemistry	8 hours
CM 201 Pascal or CS 261 Fortran	3 hours
EC 281 Macroeconomics	3 hours
EG 111 Introduction to Engineering	2 hours
EG 112 Engineering Graphics	3 hours
EG 211 Statics	3 hours
EG 212 Dynamics	3 hours
MA 171-172-271 Calculus	12 hours
MA 308 Linear Algebra	3 hours
MA 311 Differential Equations	3 hours

PH 121-122 General Physics (Calculus Based)	8 hours
Total	51 hours

General Education Requirement variations:

Six hours of literature

Six hours of World Civilization or six hours of U.S. History

Omit one RE elective course

Bachelor of Science in Computer Science

Major Requirements:

CM 210 Computer Science I with C	3 hours
CM 220 Computer Science II Data Structures with C	3 hours
CM 340 Computer Logic Design	3 hours
CM 350 Introductory Computer Architecture	3 hours
CM 352 Operating Systems	3 hours
CM 367 Programming Languages	3 hours
CM 401 Discrete Structures	3 hours
CM 402 Design and Analysis of Algorithms	3 hours
CM 490 Research and Independent Study	3 hours
Select three courses (6 hours upper division) from:	
CM 201 Pascal, CM 202 Advanced Programming in Pascal,	
CM 353 Operating Systems II, CM 381 Computer Networks,	
CM 461 Programming in Ada, and CM 491 Research	9 hours
MA 171-172-271 Calculus	12 hours
MA 308 Linear Algebra	3 hours
MA 312 Numerical Analysis	3 hours
MA 321 Probability and Statistics	3 hours
Total	57 hours

Bachelor of Arts in Mathematics

Major Requirements:

MA 171-172-271 Calculus	12 hours
MA 308 Linear Algebra	3 hours
MA 311 Differential Equations	3 hours
MA 321 Probability and Statistics	3 hours
MA 401 Advanced Calculus	3 hours
MA 411 Introduction to Modern Algebra	3 hours
MA Electives (upper division)	6 hours
CM 210 Computer Science I with C	3 hours
CM 220 Computer Science II Data Structures with C	3 hours
Total	39 hours

Minor Required..... 18-21 hours

Bachelor of Arts in Mathematics and Computer Science

Major Requirements:

MA 171-172-271 Calculus	12 hours
MA 308 Linear Algebra	3 hours
MA 312 Numerical Analysis	3 hours
MA 311 Differential Equations or MA 321 Probability & Statistics ..	3 hours
CM 210 Computer Science I with C	3 hours
CM 220 Computer Science II Data Structures with C	3 hours
CM 340 Computer Logic Design	3 hours
CM 367 Programming Languages	3 hours
CM Electives (upper division)	<u>6 hours</u>
Total	39 hours

Minor Required 18-21 hours

Bachelor of Science in Mathematics Education

This program qualifies a person to teach secondary school mathematics. After graduation, students may apply for the Alabama Class B Certificate: Mathematics, grades 7-12 and SDA Basic Teaching Certificate: Mathematics, grades 7-12.

Refer to the Department of Mathematics and Computer Science section in this bulletin for the program outline. Program Advisor: J. Blake.

Minor in Computer Science

CM 210 Computer Science I with C	3 hours
CM 220 Computer Science II Data Structure with C	3 hours
CM 340 Computer Logic Design	3 hours
CM 367 Programming Languages	3 hours
CM Electives (upper division)	<u>6 hours</u>
Total	18 hours

Minor in Mathematics

MA 171-172-271 Calculus	12 hours
MA 308 Linear Algebra	3 hours
MA 311 Differential Equations	3 hours
MA Elective (upper division)	<u>3 hours</u>
Total	21 hours

Minor in Physics

PH 111-112 General Physics	8 hours
PH 301 Theoretical Mechanics	3 hours
PH 305 Applied Mathematics	3 hours
PH 311 Electricity and Magnetism	3 hours
EG 212 Dynamics	<u>3 hours</u>
Total	20 hours

Description of Courses

Computer Science

CM 201 Pascal **3 hours**

An introduction to PASCAL with emphasis on structured programming. Topics will include problem-solving methods and algorithms, loops, data types, arrays, subprograms and files. Program design and program styles will be stressed.

CM 202 Advanced Programming in Pascal w/Data Structures **3 hours**

A continuation of the study of data representation and algorithm design using PASCAL. Principles of good programming style and step wise refinement will be stressed. Topics will indicate string processing, searching and sorting, recursion and dynamic data structures. Prerequisite: CM 201.

CM 210 Computer Science I with C **3 hours**

An introduction to computers and structured programming using the C programming language. Topics will include problem-solving methods and algorithms, data types, loops, arrays, functions, structures, character strings, pointers, operations on bits, and files. Program design and program styles will be stressed.

CM 220 Computer Science II Data Structures with C **3 hours**

A continuation of the study of data representation and algorithm design using C. Principles of good programming style and step wise refinement will be stressed. Topics will indicate string processing, searching and sorting, recursion and dynamic data structures. Prerequisite: CM 210.

CM 340 Computer Logic Design **3 hours**

Introduction to formal methods in design of computer logic circuits and systems, contemporary design practices and devices used in the synthesis of digital logic systems. Topics will include combinational and sequential systems, gates, memory elements, registers, bus structure, timing and control, arithmetic and logical unit, I/O units. Prerequisite: CM 220.

CM 350 Introductory Computer Architecture**3 hours**

Organization and structuring of major hardware components of digital computers. Information transfers and transformations which occur inside a computer. Architecture-instruction sets, instruction formats, addressing modes, and register usage. Organization computer units-ALU, CPU, memory, I/O hardware description methodologies. Taxonomy of computer architectures. A study of an assembly language will be the case study of the course. Prerequisite: CM 340.

CM 352 Operating Systems I**3 hours**

Introduction to concepts and algorithms incorporated in operating systems. Examines interrelationships between operating systems and computer hardware. Compares batch, real-time, and time-sharing operating systems. Process management techniques, interrupt, handlers, CPU scheduling algorithm, interlocks, resource allocation, deadlocks, paging, and memory systems are studied. Prerequisite: CM 350.

CM 353 Operating Systems II**3 hours**

Continuation of CM 352. Introduces advanced topics in the design of operating systems, device management and file management techniques, scheduling algorithms, security, and queuing theories. Comparison of existing operating systems for client-server, microcomputer, minis, and mainframes. Prerequisite: CM 352.

CM 367 Programming Languages**3 hours**

Organization of programming languages, especially routine behavior of programs; formal study of programming language specification and analysis; study, comparison, and evaluation of commercially available programming. BNF and syntax diagrams, grammars, program constituents, scoping rules, precedence, binding, parameter passing and compile-versus interpretation. Prerequisite: CM 210.

CM 381 Computer Networks**3 hours**

This course will introduce data communication, base-band and broad-band local area networks, logical link control, internet protocol, broad case protocol, and distributed processing. Prerequisite: CM 340.

CM 401 Discrete Structures**3 hours**

Mathematical basis for students of computer science. Propositional logic and proof, set theory, algebraic structures, groups and semigroups, graph theory, lattices and Boolean algebra, and finite fields. Prerequisite: CM 210.

CM 402 Design and Analysis of Algorithms**3 hours**

Analysis tools-Turing and Markov algorithms, complexity measures, computational techniques. Bound analysis of algorithms. Algorithms for internal and external searching/sorting. Optimality. Prerequisite: CM 352.

CM 461 Programming in ADA**3 hours**

An introduction to programming in ADA. Structures problem-solving techniques, data types, style, loops, control structures, subprograms; packages and separate compilation; exceptions, tasks, external interfaces. Prerequisite: A knowledge of a high level programming language.

CM 480 Selected Topics in Computer Science**3 hours**

Students will study special topics of interest which are not normally included in their major courses. Prerequisite: Approval of instructor.

CM 490-491 Research and Independent Study**each 1-3 hours**

Formulation and solution of a selected problem in computer science. Prerequisite: Upper division status.

Engineering

EG 111 Introduction to Engineering**2 hours**

Elementary engineering design, drafting, graphics, descriptive geometry, and engineering problems. Familiarization with shop processes, fasteners, and dimensioning. Application of drawing principles to problems of descriptive geometry. Emphasis is placed on student participation in creative design processes.

EG 112 Engineering Graphics**3 hours**

Elementary graphics design, drafting, graphics, descriptive geometry, and engineering problems. Familiarization with shop processes, fasteners, and dimensioning. Application of drawing principles to problems of descriptive geometry. Emphasis is placed on student participation in creative design processes.

EG 211 Statics**3 hours**

Elements of statics in two and three dimensions, centroids, analysis of structures and machines, and friction. Prerequisites: MA 271 and PH 122.

EG 212 Dynamics**3 hours**

Kinematics and kinetics of rigid bodies in plane and three-dimensional motion. Prerequisites: MA 271 and PH 122.

EG 225-226 Circuit Analysis**3-3 hours**

A foundation of electrical engineering science of circuit theory and the utilization of basic electrical instrumentation. Prerequisites: MA 311 and PH 122.

Mathematics

MA 095 Introduction to College Mathematics

2 hours

This course is required of all freshmen whose Mathematics ACT score is below 16, or Mathematics SAT score is below 400, and it must be taken before any other mathematics course, if needed.

MA 100 Introduction to Elementary Mathematics

3 hours

A study of the language and structure of mathematics including numeration, integers, rational and real numbers, concepts related to consumer mathematics, plane and spherical geometry, elementary probability theory, and introduction to the use of computers and simple statistics. This course is open to elementary education majors only and cannot be used to fulfill the general education requirements in mathematics.

MA 101 Fundamental Concepts of Mathematics

3 hours

Topics include number systems and their bases, sets, relations and their properties, further extensions of the number systems, polynomials, relations, functions, and their graphs, ratio, proportions, and variation. Other topics include basic trigonometry, logarithms, and some topics in statistics. Does not count toward a mathematics major or minor.

MA 108 Introductory College Algebra

3 hours

A beginning course in algebra solving linear equations, polynomials, factoring, systems of equations, graphs, and quadratic equations. Does not count toward a mathematics major or minor.

MA 111-112 Precalculus I, II

3-3 hours

College Algebra and Trigonometry including such topics as rational expressions, rational exponents, equations, and inequalities, relations and functions, exponential and logarithmic functions, circular functions and trigonometric functions. Prerequisite: One year of high school algebra.

MA 171 Calculus I

4 hours

Limits, continuity, derivatives, differentials, chain rule, implicit differentiation, applications of the derivative, conics, and antidifferentiation. Prerequisite: MA112 or permission of instructor.

MA 172 Calculus II

4 hours

Definite integrals, fundamental theorem of calculus, exponential and logarithmic functions, inverse trigonometric functions, hyperbolic functions, techniques of integration, l'Hospital's rule, improper integrals, applications of the integral, sequences and series. Prerequisite: MA 171.

MA 211 Survey of Calculus

3 hours

An introductory study of differential and integral calculus, the theory of vector spaces, and linear algebras as applied to chemistry. Does not apply toward a mathematics major or minor. Prerequisite: MA 112 or equivalent.

MA 251 Geometry**3 hours**

An informal summary of elementary Euclidean geometry, a formal modern development of the basic concepts of elementary geometry, noneuclidean geometry, and a selection of topics in advanced Euclidean geometry. Prerequisite: MA 111.

MA 271 Calculus III**4 hours**

Polar coordinates, vectors and the geometry of space, partial differentiation, directional derivative, tangent plane, extreme values and Lagrange multipliers, multiple integrals, vector fields, divergence and curl, line and surface integrals. Prerequisite MA 172.

MA 305 Applied Mathematics**3 hours**

This course is designed to expose the mathematics major to the type of things a mathematician employed in industry does, and to give him an opportunity to apply his knowledge of mathematics to solve problems in the Physical, Biological and Social Sciences. Prerequisite: MA 172. Offered alternate years.

MA 308 Linear Algebra**3 hours**

Systems of linear equations, matrices, matrix operations, determinants, vectors and vector spaces, bases, inner product, linear transformations, change of basis, eigenvalues and eigenvectors, diagonalization, and applications. Prerequisite: MA 172 or consent of instructor.

MA 311 Differential Equations**3 hours**

First-order differential equations, linear differential equations with variable and constant coefficients, systems of linear differential equations, Laplace transform methods, series solutions, boundary value problems, and applications. Prerequisite: MA 172 or consent of instructor.

MA 312 Numerical Analysis**3 hours**

Numerical methods as they apply to computers. Topics include roots of equations, linear and non linear simultaneous equations, polynomials, numerical integration, ordinary differential equations, interpolation and curve-fitting. Prerequisite: MA 172.

MA 321 Probability and Statistics**3 hours**

Descriptive statistics, elementary probability, sampling distributions, inference, testing hypotheses and estimation, regression and correlation, and application. Prerequisite: MA 172.

MA 401-402 Advanced Calculus**3-3 hours**

Limits, continuity, differentiation and integration of functions of several variables. Convergence and uniform convergence of infinite series and improper integrals. Differentials and Jacobians, transformations, line and surface integrals, and vector analysis. Prerequisite: MA 311.

- MA 411 Introduction to Modern Algebra (W)** **3 hours**
Algebra of sets, equivalence relations, mappings, order relations; discussion of natural, rational, real, and complex number systems; study of the abstract systems: groups, fields, rings, and integral domain. Prerequisite: MA 172.
- MA 419 Introduction to Real Analysis (W)** **3 hours**
Elementary set theory, the real number system, sequences, limits of functions, continuity, differentiation, the Riemann-Stieltjes integral, and infinite series. Prerequisite: MA 172.
- MA 421 Number Theory (W)** **3 hours**
A study of the properties of numbers, divisibility, congruencies and residue classes; quadratic reciprocity, Diophantine equations, and algebraic numbers. Offered alternate years. Prerequisite: MA 411 or equivalent.
- MA 422 Introduction to Complex Analysis (W)** **3 hours**
Functions of a complex variable: integration, sequences and series, the calculus of residues and conformal mapping. Prerequisite: MA 271.
- MA 490-491 Research and Independent Study** **each 1-3 hours**
An independent study by the student under the guidance of the staff of such topics as Green's Theorem, Laplace Transform, or Bessel Functions. Prerequisites: Senior and permission of the department chair.

Physics

- PH 101,102 The Physical Sciences** **3,3 hours**
A survey of astronomy, meteorology, geology, chemistry, and physics for the general student. Prerequisite: MA 101.
- PH 111-112 General Physics** **4-4 hours**
An introductory treatment of mechanics, vibration, wave motion, sound, heat and thermodynamics; electricity and magnetism and optics. Prerequisite: MA 112 or equivalent.
- PH 121-122 General Physics with Calculus** **4-4 hours**
This course is designed for science and engineering students. Topics covered in Physics 121 include vectors, Newtonian mechanics, heat and thermodynamics. Physics 122 deals with light, electricity, magnetism, and a brief introduction to modern physics. Laboratory included. Prerequisite: MA 171.
- PH 301 Theoretical Mechanics** **3 hours**
An intermediate course covering the basic principles of vector mechanics and the statics and dynamics of particles and rigid bodies. Offered when required. Prerequisites: One year of college physics and one year of calculus.

PH 305 Applied Mathematics**3 hours**

This course is designed to expose the mathematics major to the type of things a mathematician employed in industry does, and to give him an opportunity to apply his knowledge of mathematics to solve problems in the physical, biological, and social sciences. Prerequisite: One year of calculus.

PH 311 Electricity and Magnetism**3 hours**

In this course the theory of electric and magnetic phenomena is studied. The following are some of the topics that will be included. Electrostatic and magnetic fields, introduction and use of vector analysis, circuit elements, electromagnetic effects of currents, radiation and Maxwell's equation. Offered when required. Prerequisites: One year of college physics and one year of calculus.

Department of Music

Professor: Osterman, (Chair)
Associate Professor: Lacy
Assistant Professors: Beasley, Chambers, Collins

Majors: Music (B.A.)
Music Business (B.S.)
Music Education (B.S.)
Vocal Performance (B.M.)

Minors: Music

Purpose

It is the purpose of the Department of Music to provide a challenging, professional, intellectual, and Christian environment for the serious study of the musical arts. The music faculty desires and requires that every student enrolled in the department acquire the knowledge to understand and appreciate music as one of the greatest intellectual and aesthetic achievements of the human mind.

Students who are committed to developing their talent to its highest for service to God and to humankind are encouraged to apply.

Application for Admission

To be admitted as a major or minor in the Department of Music, students must audition in the performing medium for the music faculty and take the theory placement examination before the first semester of study.

Deficiencies in musical background may require that the student take MU 111 Basic Musicianship and/or MU100 Individual Instruction, which may prolong the time for fulfilling the degree requirements.

Department Ensembles

Majors and minors must participate in an ensemble each consecutive semester (except when student teaching) until the degree requirements are fulfilled. Students may enroll in more than one ensemble. However, only one credit hour per semester will apply toward the degree requirement. The last day to withdraw from any ensemble is the same as the last day to receive the 60% tuition refund.

Exit Examinations

All senior music majors are required to pass the standardized music examination prior to graduation with at least a grade of C. In addition, demonstrated performing competencies are required via a senior solo recital for all music majors. (A pre-recital qualifying examination must be passed first.)

Career Opportunities

Career opportunities include architectural acoustics consultant, arts management, biographer, church musician, composer, conductor, historian, lyricist, music business attorney, music industry (including radio, television, and publishing), music librarian, music therapist, performance, teaching, and more.

Bachelor of Arts in Music

This degree offers a broad-based study of music within a liberal arts curriculum which prepares one for graduate study. Students interested in music as a double major are encouraged to pursue this degree, which may require five years.

Major Requirements:

MU 160-460 Individual Instruction and Laboratory	8 hours
MU 211-212 Theory I and Laboratory	6 hours
MU 311-312 Theory II and Laboratory	6 hours
MU 315 Form and Analysis	3 hours
MU 320-321 Music History	6 hours
MU 361 Conducting	3 hours
MU Ensemble	8 hours
MU Recital	0 hours
MU Elective	<u>3 hours</u>
Total	43 hours

General Education Requirement variations:

MU 240-242 Diction may substitute for the foreign language.

Minor Required..... 18-21 hours

Bachelor of Science in Music Business

This program offers the study of music business in a liberal arts framework. Its broad coverage precludes heavy concentration on any single segment.

Major Requirements:

MU 160-460 Individual Instruction and Laboratory	4 hours
MU 211-212 Theory I and Laboratory	6 hours
MU 311-312 Theory II and Laboratory	6 hours
MU 320-321 Music History	6 hours
MU 361 Conducting	2 hours
MU 470 Music Business Internship	2 hours
MU Ensemble	4 hours
MU Recital	0 hours
MU Elective	3 hours
AC 210-211 Principles of Accounting	6 hours
BA 105 Introduction to Business	3 hours
BA 310 Principles of Management	3 hours
BA 411 Principles of Marketing	3 hours
BA 460 Business Ethics	3 hours
BA 475 Business Law	3 hours
EC 281 Macroeconomics	3 hours
EC 282 Microeconomics	<u>3 hours</u>
Total	60 hours

Bachelor of Science in Music Education

This program qualifies a person to teach either vocal/choral or instrumental music. After graduation, students may apply for the Alabama Class B Certificate: Vocal/Choral or instrumental music, grades N-12 and SDA Basic Teaching Certificate: Music, grades N-12.

Refer to the Department of Education section in this bulletin for program outline. Program Advisor: L. Lacy.

Bachelor of Music in Vocal Performance

This is a professional degree and is designed to better prepare undergraduate vocal music majors to meet the entrance requirements for graduate schools, schools of music, and conservatories.

Major Requirements:

MU 160-460 Individual Instruction	16 hours
MU 211-212 Theory I	6 hours
MU 240-242 Italian/French/German Diction	9 hours
MU 311-312 Theory II	6 hours
MU 315 Form and Analysis	3 hours
MU 316 Orchestration	3 hours
MU 320-321 Music History	6 hours
MU 324 Vocal Literature	3 hours

MU 351 Vocal Pedagogy and Practicum	3 hours
MU 361 Conducting	3 hours
MU 380 Anatomy for Singers	3 hours
MU 490 Research and Independent Study	1 hour
MU 499 Recital	4 hours
MU Ensemble	8 hours
Total	74 hours

General Education Requirement variations:

- MU 240-242 Diction substitutes for the foreign language.
- MU 320-321 Music History substitutes for the history elective.
- MU 324 Vocal Literature substitutes for the literature course.
- MU 380 Anatomy for Singers substitutes for the biology course.

Minor in Music

MU 160-460 Individual Instruction (2 hours upper division)	4 hours
MU 211-212 Theory I and Lab	6 hours
MU 321 Music History	3 hours
MU 361 Conducting	3 hours
MU Ensemble	2 hours
MU Recital	0 hours
Total	18 hours

Description of Courses

MU 100 Individual Instruction and Laboratory **1-2 hours**

Not available for credit to keyboard majors and minors. Students are expected to practice five hours per one credit hour. Repeatable credit.

MU 101 Class Piano **1 hour**

Introduction to the fundamentals of piano playing. Especially designed for the beginner. Not available for credit to keyboard majors and minors. Repeatable credit.

MU 102 Class Voice **1 hour**

Introduction to the fundamentals of singing. Designed especially for the beginner. Not available for credit to vocal majors and minors. Repeatable credit.

MU 103 Class Instrument **1 hour**

Introduction to the fundamentals of playing an instrument. Especially designed for the beginner. Not available for credit to instrumental majors and minors. Repeatable credit.

- MU 104 Class Organ** **1 hour**
 An introduction to the fundamentals of organ playing. This course is especially designed for the beginner. Not available for credit to instrumental majors and minors. Repeatable credit.
- MU 111 Basic Musicianship** **2 hours**
 This course is a study of the rudiments of music. It is designed for the general college student or the music major and minor whose pre-college music skills are deficient. Not available for credit toward degree requirements.
- MU 160 Individual Instruction and Laboratory** **.5-2 hours**
 This course is designed for majors and minors in the study of primary and secondary areas of concentration. Students are expected to practice five hours per one hour credit. The laboratory consists of a weekly master class that provides an opportunity for performing in a low-stress situation in preparation for juries (the final examination given each semester) and recitals. Repeatable credit.
- MU 161 Piano Proficiency Class** **1 hour**
 This class is especially designed to prepare music majors for the piano proficiency examination given at the end of the junior year. Pass/fail only.
- MU 200 Music Appreciation** **3 hours**
 An introduction to the music of the western world from the Middle Ages to the present time. Consideration is given to the various political, social, and religious factors that have caused changes in musical style from one art period to another. Representative compositions from each art period will be studied and attention will be directed to the correlation of music with the other fine arts. Out-of-class listening, concert, and recital attendance are also a part of the class activities.
- MU 201 College Choir** **.5-1 hour**
 A large ensemble that rehearses and performs choral literature from all art periods. Membership by audition. Repeatable credit.
- MU 202 Aeolians** **.5-1 hour**
 A mid-size ensemble of select voices that rehearses choral literature from all art periods. Membership by audition. Repeatable credit.
- MU 203 Chamber Singers** **.5-1 hour**
 A small, highly select ensemble that rehearses and performs chamber choral literature.
- MU 204 Wind Ensemble** **.5-1 hour**
 A large ensemble that rehearses and performs standard band repertory. Membership by audition. Repeatable credit.

- MU 205 Chamber Ensemble** .5-1 hour
A variety of small ensembles that rehearse and perform literature appropriate for the ensemble. Limited membership by audition. Repeatable credit.
- MU 206 Handbells** .5-1 hour
The rehearsal and performance of standard handbell literature. Membership by audition. Repeatable credit.
- MU 207 Orchestra** .5-1 hour
A large ensemble that rehearses and performs standard orchestral literature. Membership by audition. Repeatable credit.
- MU 211, 212 Theory I and Laboratory** 3,3 hours
A study of the structural and harmonic materials of diatonic music with examples drawn from standard classical literature. Written, aural, and keyboard work are an integral part of this course.
- MU 230 Principles of Music Education** 2 hours
A basic survey course designed to give the prospective teacher an understanding of the principles of music teaching and learning. The procedures employed will be the organization, motivation, and management of N-12, instrumental, vocal/choral, and general music. Opportunities are provided by observing, assisting, conducting, playing, singing, and participating in laboratory activities.
- MU 231 Survey of Band Instruments** 2 hours
This course is designed to develop technical knowledge, tone production, and performance skills for teaching band instruments. Offered alternate years.
- MU 232 String Class** 1 hour
This course is designed to develop technical knowledge, tone production, and performance skills for teaching string instruments. Offered alternate years.
- MU 240 Italian Diction** 3 hours
Principles of pronunciation and enunciation of Italian and the use of the international phonetic alphabet (IPA). Emphasis is placed upon reading, listening, and research of materials on Italian culture. Demonstrated performances are required. Offered alternate years.
- MU 241 French Diction** 3 hours
Principles of pronunciation and enunciation of French and the use of the international phonetic alphabet (IPA). Emphasis is placed upon reading, listening, and research of materials on French culture. Demonstrated performances are required. Offered alternate years.

- MU 242 German Diction** **3 hours**
Principles of pronunciation and enunciation of German and the use of the international phonetic alphabet (IPA). Emphasis is placed upon reading, listening, and research of materials on German culture. Demonstrated performances are required. Offered alternate years.
- MU 260 Individual Instruction and Laboratory** **.5-2 hours**
For course description, see MU 160. Prerequisite: MU 160.
- MU 300 Individual Instruction** **1-2 hours**
Not available for credit to majors and minors. Limited enrollment. Students are expected to practice five hours per one credit hour. Repeatable credit. Junior level.
- MU 311, 312 Theory II and Laboratory** **3,3 hours**
The study of structural and harmonic materials of chromatic music, with examples drawn from standard classical literature. Written, aural, and keyboard work are an integral part of this course. Prerequisite: MU 212.
- MU 314 Counterpoint** **3 hours**
A study of 16th century two, three, and four-voice counterpoint. Offered alternate years pending enrollment. Prerequisite: MU 212.
- MU 315 Form and Analysis** **3 hours**
A detailed analysis of structure, harmonic and contrapuntal forms in tonal music. Offered alternate years. Prerequisite: MU 212.
- MU 316 Orchestration** **3 hours**
The study of range, techniques, timbre, and transportation of orchestral and band instruments. Written exercises are an integral part of the course. Offered alternate years. Prerequisite: MU 312.
- MU 320, 321 Music History (W)** **3,3 hours**
An in-depth study of the development of western music from the monophonic chants of the early church through the complex compositions of the 20th Century. Compositions will be studied, analyzed, and listened to. Attention is drawn to the political, religious, philosophical and social events that shape the arts of any given time. Out-of-class listening, concert and recital attendance are also a part of the class activities. Offered alternate years. Prerequisite: MU 200.
- MU 322 Church Music and Worship** **3 hours**
The study of the biblical basis for the theological implications involved in church music practice, with emphasis on the development of principles for guidance in the use and selection of available literature. Offered alternate years. Prerequisite: Junior standing.

MU 323 Piano Literature**3 hours**

A comprehensive study of teaching methods and piano literature from all art periods. Stylistic tendencies, as well as performance practices, will also be studied. Offered alternate years. Prerequisite: MU 260.

MU 324 Vocal Literature**2 hours**

A comprehensive study of teaching methods and vocal literature from all art periods. Emphasis will also be placed upon the lives and literature of poets, librettists, and writers employed by composers in each musical period. Study will also be made of original works and their adaptations for music. Offered alternate years. Prerequisite: MU 260.

MU 325 Instrumental Literature**3 hours**

A comprehensive study of teaching methods and literature for various instruments from all art periods. Stylistic tendencies, as well as performance practices will be considered. Offered alternate years. Prerequisite: MU 260.

MU 330-331 Methods and Materials of Teaching**2-3 hours**

A two-part course in methods, materials, and techniques of teaching school music from N-12. Emphasis is placed on the planning and implementation of learning activities in simulated and/or clinical settings. A practicum is required. Offered alternate years. Prerequisite: ED 300.

MU 332 Literature of School Music**3 hours**

A critical study of school music literature pertaining to American multiculturalism. Appropriate for N-12 in public and private settings. A practicum is required. Prerequisite: MU 230.

MU 333 Diction for School Music**1 hour**

The study of the International Phonetic Alphabet as it pertains to romantic and Germanic languages to aid in effective communication with students of diverse backgrounds in public and private school settings. Offered alternate years. Prerequisite: MU 230.

MU 350 Piano Pedagogy and Practicum**3 hours**

A comprehensive study of methods, materials, and physiological and technical problems involved in teaching piano. Students will have supervised experiences in the teaching of private lessons. Offered alternate years. Prerequisite: MU 260.

MU 351 Vocal Pedagogy and Practicum**3 hours**

A comprehensive study of methods, materials, and sequence for teaching voice. Emphasis is placed upon proper voice development and methods of vocal production, and maintenance. Students will have supervised experiences in the teaching of private lessons. Offered alternate years. Prerequisite: MU 260.

- MU 352 Instrument Pedagogy and Practicum** **3 hours**
 A comprehensive study of methods, materials, and physiological and technical problems involved in teaching various instruments. Students will have supervised experiences in the teaching of private lessons. Offered alternate years. Prerequisite: MU 260.
- MU 360 Individual Instruction and Laboratory** **.5-2 hours**
 For course description, see MU 160. Prerequisite: MU 260.
- MU 361 Conducting** **2-3 hours**
 The study of basic conducting techniques and patterns and their application in solving musical problems of tempo changes, dynamics, fermatas, cuing, and the development of the left hand. Offered alternate years. Prerequisite: MU 212.
- MU 362 Advanced Conducting** **2 hours**
 A continuation of applying the basic skills of conducting with attention given to choral and instrumental literature, rehearsal techniques, and phrasing. Prerequisite: MU 361. Offered alternate years.
- MU 370 Introduction to Electronic Music** **3 hours**
 A study of the science of electronic music. Topics include acoustics, electronic sound generation, recording, operation of audio equipment, and basic principles of composition with some hands-on experience at the computer. Offered alternate years. Prerequisite: MU 312.
- MU 380 Anatomy for Singers** **3 hours**
 A study of the anatomical structure of the human body as it relates to the art of singing. Attention will be given to the function and structure of organs, muscles, cartilages, and bones involved in the respiratory and phonation process needed for singing. Offered alternate years. Prerequisite: MU 260.
- MU 411 Composition and Arranging** **3 hours**
 A study of the art of composing and arranging for voice and instruments using conventional and twentieth century techniques. Prerequisite: MU 315. Offered alternate years.
- MU 460 Individual Instruction and Laboratory** **.5-2 hours**
 For course description, see MU 160. Prerequisite: MU 360.
- MU 470 Music Business Internship** **2-6 hours**
 This course is designed to give majors hands-on experience in the various areas of arts management, and is tailored to meet the student's individual career goals. It includes learning the rudiments of bookings, audience development, marketing, promotion and presentation, fund raising, finance, and much more. Repeatable credit. Prerequisites: BA 310 and BA 411.

MU 490-491 Research and Independent Study**each 1-3 hours**

An individual investigation in the art/science of music. A major research project is required. Prerequisite: MU 321.

MU 499 Recital**0-2 hours**

Attendance at all departmental recitals and concerts is required of all majors and minors. All solo recitals are preceded by a pre-recital one month prior to the recital date. Individual instruction is required. The Bachelor of Arts degree requires one thirty-minute junior recital and one sixty-minute senior recital. Senior status begins after the completion of the junior recital. The Bachelor of Science degree requires one forty-minute recital. The Bachelor of Music degree requires two sixty-minute recitals. The minor in music requires one thirty-minute recital. Repeatable credit. Prerequisite: MU 360.

Department of Nursing

Associate Professor: Dormer
Assistant Professors: Simons (Interim Chair), White
Instructors: Gwebu, Patel

Majors: Nursing (A.S. and B.S.)

Purpose

It is the purpose of the Department of Nursing to provide a liberal arts foundation to prepare nurses to apply Christian principles in meeting the biopsychosocial and spiritual needs of clients. Students are prepared to care for clients across the life cycle in a variety of health care settings.

Career Opportunities

The Department of Nursing offers the associate (AS) and bachelor (BS) of science degrees. The AS program will prepare students to successfully complete the national licensure examination and to function as registered nurses in hospitals, nursing homes, physicians' offices, and other structured health care agencies.

The BS program prepares the registered nurse for graduate study in nursing and for professional nursing practice in a variety of settings such as the community, industry, government, hospitals, and clinics.

The program in nursing is approved by the Alabama Board of Nursing and has been planned with consultation by the National League for Nursing. Application for national accreditation is in progress.

Associate of Science in Nursing

Admission requirements for clinical courses:

1. GPA 2.50 or above on four-point scale.
2. High school Chemistry with grade of C or better ,or CH 101.
3. Evidence of current CPR Certification. Be prepared to submit a card indicating the expiration date at the time of registration.
4. EN 095 and MA 095 if ACT/SAT scores are low.
5. Students whose native language is other than English must achieve at a satisfactory level on the TOEFL examination.
6. Submit three (3) recommendations on forms provided by the department.

Progression

1. Skills mastery of 100 percent is required for successful completion of the clinical component of each course.
2. Students must pass both theory and clinicals to progress to the next nursing course.
3. Science courses in anatomy and physiology, microbiology, nutrition, and chemistry earned more than five years prior to admission will not be accepted. Applicants may choose to validate knowledge by examination or by repeating the course.
4. If a lapse of time (2 years or greater) occurs in a student's program of study, prior nursing credits will not be accepted unless an applicant can validate nursing knowledge through written examinations and clinical performance.
5. Credit for nursing courses taken at schools other than Oakwood will be considered on an individual basis by the Department of Nursing. Validation of previous knowledge will be determined by examination and /or demonstration.

To be eligible for progression to graduation and for writing the NCLEX-RN*, the student must:

1. Have a grade of C or better in each course required for the major.
7. Complete all previous level courses (nursing and non- nursing) before progressing to the next level.
8. Complete National League for Nursing achievement tests when scheduled and pay fees.
9. A student who receives two grades below C in required nursing clinical courses at any time during the program, either in the same course or in separate courses, will not be permitted to continue in the program.

*The RN license may be denied where there is failure to show good moral character as it pertains to nursing; including, but not limited to: conviction of a felony, abuse of or addiction to alcohol or drugs, and theft of drugs. The decision as to whether the applicant is of good moral character is with the discretion of the Alabama Board of Nursing. (Alabama Board of Nursing Administrative Code 610-X-8- = 1 pp. 44 and 45).

Exit Examinations

Students must demonstrate satisfactory performance on comprehensive exit examinations for Level I and Level II.

Major Requirements:

NU 101 Fundamental Nursing Concepts 7 hours

NU 102 Adult Health I	6 hours
NU 103 Adult Health II	5 hours
NU 104 Applied Nutrition for Nurses	2 hours
NU 201 The Childbearing Family	7 hours
NU 203 Mental Health Nursing	5 hours
NU 204 Adult Health III	5 hours
NU 205 Seminar in Nursing.....	1 hour
BI 111-12 Anatomy and Physiology	6 hours
BI 221 Microbiology	4 hours
MA 101 Fundamentals of Mathematics	3 hours
PY 101 Principles of Psychology	3 hours
Total	54 hours

General Education Requirement variations:

- Omit PE 211 Health Principles and one PE activity course
- Omit CS 100 Computer Literacy
- Omit the two hours of free electives
- Omit MA 101 Fundamentals of Math if ACT score is 21 or above
- Omit HI 211 or 212 U.S. History if taken in high school
- RE elective is only two hours if RE 101 is not required

Total hours required for the degree are 70.

Bachelor of Science in Nursing

Admission Requirements

1. Associate of Science degree or diploma from a state approved school of nursing.
2. Satisfactory completion of all general education courses as required for the Oakwood College associate degree program or equivalents.
3. Two recommendations—one from current supervisor in a health care setting or former instructor if you are a recent student of nursing (form to be provided by the department)
4. Current nursing license or temporary permit to practice in Alabama with verification of licensure.
5. Evidence of current CPR certification.
6. Credit for nursing courses taken at schools other than Oakwood will be considered on an individual basis by the Department of Nursing. Validation of previous knowledge will be determined by examination and/or demonstration.
7. If a lapse of time (2 years or greater) occurs in a student's program of study, prior nursing credits will not be accepted unless an applicant can validate nursing knowledge through written examinations and clinical performance.

Progression

1. A grade of C (2.00) or better in each course is required for the major.
2. Courses required for the major may be repeated only once. No more than two courses may be repeated, only one of which may be a nursing course.
3. Graduation requirements include a minimum GPA of 2.25 in the major.

Major Requirements:

NU 330 Pathophysiology	3 hours
NU 340 Professional Nursing	3 hours
NU 341 Health Assessment	2 hours
NU 342 Gerontological Nursing	3 hours
NU 410 Leadership/Management in Nursing	5 hours
NU 411 Community Health Nursing	5 hours
NU 414 Transcultural Nursing	3 hours
NU 415 Advanced Clinical Nursing	5 hours
NU 422 Research in Nursing	3 hours
CH 102 Introduction to Organic and Biochemistry	4 hours
PY 307 Statistical Methods	3 hours
Total	39 hours

General Education Requirement variations:

- Omit PH 101 Physical Science and the History elective
- Omit PE 211 Health Principles and MA 101 if ACT is 21
- Omit two hours of the four hours of free electives

Total hours required for the degree are 132

Description of Courses

NU 101 Fundamental Nursing Concepts **7 hours**

This course is designed to orient students to the nursing profession. Contents include medical terminology, the nursing process, foundations of nursing, Pharmacology, and an introduction to Med/Surg Nursing. Selected clinical experiences provide an opportunity to care for individuals and families with simple alterations in basic needs throughout the life cycle. Prerequisite: Admission to clinical nursing.

NU 102 Adult Health I **6 hours**

This course provides students with theory and clinical opportunities to use the nursing process to care for individuals and families with simple alterations in basic needs throughout the life cycle. Prerequisites: NU 101 and NU 104.

NU 103 Adult Health II**5 hours**

This course provides students with theory and clinical opportunities to use the nursing process to care for individuals and families with complex alterations in basic needs throughout the life cycle. Prerequisite: NU 102.

NU 104 Applied Nutrition for Nurses**2 hours**

This course examines the physiological needs of humans related to nutrition. The focus is on the role of nutrition in promoting and maintaining health throughout the life cycle. Interventions that may be required of health care providers to enable clients to meet their nutritional needs are explored.

NU 200 Transitions for LPN/LVN**2 hours**

This course is designed for the practical vocational nurse admitted to the Associate Degree Program with advanced placement. The philosophy and conceptual framework of the Department are discussed. The nursing process, communication skills, and pharmacology are studied.

NU 201 The Childbearing Family**7 hours**

This course emphasizes use of the nursing process to provide care for clients during the prepartum, labor and postpartum periods of the childbearing process. Also emphasizes nursing care of children in stages of development from infancy through adolescence. Prerequisite: Level two status.

NU 203 Mental Health Nursing**5 hours**

In this course, students adapt the nursing process to individuals with altered basic needs and psychiatric problems. It builds on concepts of behavior, interpersonal and communication skills learned in prior nursing courses. Prerequisites: NU 201 and 202.

NU 204 Adult Health III**5 hours**

This course provides students with theory and clinical opportunities to apply Medical-Surgical Concepts in the critical care setting where there are multiple alterations in basic needs. Principles of general client management are also discussed and implemented in clinical situations. Prerequisite: NU 103.

NU 205 Seminar in Nursing**1 hour**

A Seminar designed to assist students in preparing to write the NCLEX-RN. Students must perform at a satisfactory level on a comprehensive examination to measure readiness to pass NCLEX as a part of course requirements.

NU 330 Pathophysiology for Nurses**3 hours**

This course is a study of the physiologic changes which occur as a result of disease processes. It provides the basic link between anatomy and physiology, microbiology, chemistry, and their application to clinical nursing practice. Prerequisite or corequisite: CH 102.

NU 340 Professional Nursing**3 hours**

The associate degree/diploma nurse is oriented to the roles of the baccalaureate nurse through the exploration of professional issues. Students are introduced to the philosophy and conceptual framework of the bachelor of science program. Theoretical models are examined. Principles of teaching are emphasized. Prerequisite: Completion of ASN or Diploma Program in Nursing.

NU 341 Health Assessment**2 hours**

This course provides a comprehensive and systematic nursing approach to health assessment and decision making, while incorporating traditional physical examination skills. Emphasis is placed on the nursing process in assessing and evaluating the health and functional status of individuals with consideration to multicultural and developmental variations. Campus laboratory experiences are provided to enhance the students' assessment skills. Prerequisite: Senior standing in ASN Program.

NU 342 Gerontology Nursing**3 hours**

This course emphasizes natural aging processes and special needs of older clients and families within the context of their environments. It examines physical, psychosocial, cultural, and spiritual adjustments associated with aging, and implications for nursing practice and social change. Learning experiences are selected to enhance the student's appreciation for the uniqueness of this age group. Prerequisite: Completion of ASN or Diploma Program in Nursing.

NU 410 Leadership/Management**5 hours**

Concepts of leadership and management are emphasized. The learners apply nursing knowledge as they function as leaders in a variety of settings. There is an opportunity to apply change theory and to explore the nurse's relationship to the health care system. Prerequisites: Admission to BSN clinical nursing courses and senior standing.

NU 411 Community Health Nursing**5 hours**

This course analyzes the multifaceted role of the community health nurse and the scope of nursing practice in maximizing the health and wellness potential of individuals, families, groups and communities through culturally appropriate nursing strategies that promote health, provide health care supervision, health education and disease prevention. Basic principles of epidemiology and research are presented. The clinical setting promotes the synthesis of nursing skills and public health concepts through the application of the nursing process. Prerequisites: Admission to BSN clinical nursing courses and senior standing.

NU 414 Transcultural Nursing**3 hours**

Provides opportunity for students to look at how values, beliefs and practices among cultural groups affect the individual's health and illness.

Prerequisites: Admission to BSN clinical nursing courses and senior standing.

NU 415 Advanced Clinical Nursing

5 hours

This course provides the student an opportunity to select an area of nursing interest to expand knowledge and skills and further refine management and leadership techniques, as the student begins preparation for transition into the field of nursing practice. Students initiate, plan, and evaluate individual development toward meeting professional and educational goals. Prerequisites: Admission to BSN clinical nursing courses and senior standing.

NU 422 Research in Nursing

3 hours

The research process is explored. Students are introduced to their role as consumers of nursing research and how to analyze research for application to clinical practice. Prerequisites: Admission to BSN clinical nursing courses, statistics, and senior standing.

Department of Physical Education

Associate Professor: Shaw
Assistant Professor: Roddy

Majors: Physical Education (B.A. and B.S.)
Physical Education Teaching (B.S.)

Minor: Physical Education

Purpose

It is the purpose of the Department of Physical Education to provide instruction in health education and a variety of physical activity and theory courses. These courses are designed to promote healthful living and physical fitness, as well as knowledge and skill development.

Application for admission

To be admitted as a major in the Department of Physical Education, students must have completed at least 32 hours of course work, including EN 102 Freshman Composition and 4 hours of physical education. Applicants must have an overall minimum GPA of 2.00 and have a minimum GPA of 2.25 in physical education courses. Application forms must be obtained from, and returned to, the department.

Exit Examination

Seniors are required to take and pass at the 80th percentile an exit examination from the department.

Career Opportunities

Graduates in this department may have careers as coaches, fitness specialists, health educators, intramural directors, parks and recreation programmers, sports medicine personnel, teachers, and water safety instructors .

Bachelor of Arts in Physical Education

Major Requirements:

PE 205 First Aid and CPR	1 hour
✓ PE Health Principles	1 hour
PE 226 Team Sports	3 hours
PE 285 Introduction to Physical Education	3 hours
PE 301 Individual and Dual Sports	3 hours
PE 305 Officiating Athletic Contests	2 hours
PE 308 Theory of Coaching	2 hours
PE 310 Athletic Injuries	2 hours
PE 330 Methods of Teaching Physical Education	3 hours
PE 335 Physical Education Test and Measurements	3 hours
PE 340 Administration of Physical Education.	2 hours
PE 401 Physiology of Exercise	3 hours
PE 410 Adapted Physical Education.	2 hours
PE 415 Kinesiology	3 hours
PE Activity Electives	4 hours
BI 111-112 Human Anatomy and Physiology	6 hours
FS 131 Nutrition	<u>3 hours</u>
Total	46 hours

Minor Required..... 18-21 hours

Bachelor of Science in Physical Education

Major Requirements:

PE 205 First Aid and CPR	1 hour
PE Health Principles	1 hour
PE 226 Team Sports	3 hours
PE 275 Gymnastics	1 hour
PE 285 Introduction to Physical Education	3 hours
PE 301 Individual and Dual Sports	3 hours
PE 305 Officiating Athletic Contests	2 hours
PE 310 Athletic Injuries	2 hours
PE 315 Motor Learning	2 hours
PE 330 Methods of Teaching Physical Education	3 hours
PE 335 Physical Education Test and Measurements	3 hours
PE 340 Administration of Physical Education.	2 hours
PE 401 Physiology of Exercise	3 hours
PE 410 Adapted Physical Education.	2 hours
PE 415 Kinesiology	3 hours
PE Activity Electives	4 hours
PE Electives	11 hours
BI 111-112 Human Anatomy and Physiology	6 hours

FS 131 Nutrition	<u>3 hours</u>
Total	58 hours

Bachelor of Science in Teaching Physical Education

This program qualifies a person to teach physical education. After graduation, students may apply for the Alabama Class B Certificate: Physical Education, grades N-12 and SDA Basic Teaching Certificate: Physical Education, grades N-12.

Refer to the Department of Education section in this bulletin for the program outline. Program Advisor: Department chair.

Minor in Physical Education

PE Activities - Select one course from each of these areas:

aquatics, fitness, individual sports, and team sports	4 hours
PE 205 First Aid and CPR	1 hour
PE 285 Introduction to Physical Education	3 hours
PE 305 Officiating Athletic Contests	2 hours
PE 310 Athletic Injuries	3 hours
PE 340 Organization and Administration of Physical Education ...	3 hours
PE Electives	<u>2 hours</u>
Total	18 hours

Description of Courses

PE 101 Physical Conditioning	1 hour
Skills, methods, and exercises for attaining muscular and cardiorespiratory fitness.	
PE 102 Basic Swimming	1 hour
This course is designed to teach the basic swimming skills and to overcome fear of the water.	
PE 120 Flag Football	1 hour
An introduction to the skills and rules of flag football.	
PE 122 Basketball	1 hour
An introduction to the skills and rules of basketball.	
PE 126 Softball	1 hour
An introduction to the skills and rules of softball.	
PE 128 Volleyball	1 hour
An introduction to the skills and rules of volleyball.	

- PE 150 Badminton** **1 hour**
An introduction to the skills and rules of badminton.
- PE 155 Aerobics** **1 hour**
Exercises designed for the development of cardio-pulmonary endurance and muscular fitness.
- PE 190 -191-192 Independent Activity** **1-1-1 hour**
Independent activity classes for those with disabilities and others with special needs, under the direction of a physical education advisor. Prerequisite: Permission of department chair.
- PE 205 Standard First Aid and CPR** **1 hour**
This course will prepare the student to recognize emergencies and to respond to them. It will also provide an in-depth study of CPR including practice sessions on a manikin. Participation in all class activities is required.
- PE 207 Intermediate Swimming** **1 hour**
Perfecting of American crawl and elementary backstroke, learning and developing skills of sidestroke, breaststroke, back crawl, and inverted breast stroke. Prerequisite: Perform basic strokes well, tread water, and be comfortable in deep water.
- PE 210 Lifeguard Training** **2 hours**
Covers the requirements for Red Cross Advanced Lifesaving certification. Prerequisite: PE 207 or equivalent performance ability. This course may receive one hour of PE activity.
- PE 211 Health Principles** **1 hour**
A practical study of the principles of healthful living, including a study of the basic physiological processes. The health instructions found in the writing of Ellen G. White are given special emphasis.
- PE 222 Racquetball I** **1 hour**
An introduction to the techniques, skills, and methods of racquetball. The proper attire, eye goggles and non-scuffing gym shoes, is required.
- PE 224 Soccer** **1 hour**
An introduction to the basic skills and rules of soccer.
- PE 226 Team Sports** **3 hours**
Organization, administration, and teaching progression of selected team sports. Offered alternate years.
- PE 245 Tennis I** **1 hour**
An introduction to the skills and rules of tennis.

- PE 247 Racquetball II** **1 hour**
 After beginning racquetball skill acquisition, racquetball II provides the opportunity to develop offensive and defensive shots to a higher skill level.
 Prerequisite: PE 222 or permission of instructor.
- PE 249 Tennis II** **1 hour**
 This course is designed for the intermediate to advanced tennis player. Special emphasis will be placed upon skill, performance, and ability levels of each individual participant. Prerequisite: PE 245 or permission of instructor.
- PE 250 Tumbling** **1 hour**
 The analysis and practice of elementary stunts and tumbling, including spotting and safety techniques.
- PE 260 Golf** **1 hour**
 Introduction to golfing. Equipment supplied.
- PE 270 Water Safety Instructor** **2 hours**
 Covers the requirements for Red Cross Water Safety Instructor certification.
 Prerequisite: PE 210
- PE 275 -276 Gymnastics Team** **1-1 hour**
 Culminates with public performance of skills on parallel bars, rings, unevens, balance beam, and mats. Prerequisite: Satisfactory performance of try-out requirements.
- PE 280 Weight Training** **1 hour**
 This is a body building class based on the use of weight resistance experiences.
- PE 285 Introduction to Physical Education** **3 hours**
 A brief historical study of the physiological, psychological, and sociological basis of physical education and an analysis of its aims, objectives, and principles.
- PE 301 Individual and Dual Sports** **3 hours**
 Organization, administration, and teaching progression of selected individual sports. Offered alternate years. Prerequisite: Previous experience in playing four of the following: aquatics, badminton, golf, gymnastics, racquetball, tennis, and track and field.
- PE 305 Officiating Athletic Contests** **2 hours**
 Theory and practice in officiation at team sports, interpretation of rules, officiating techniques, examinations and ratings. Prerequisites: Previous experience in playing basketball, flag football or field hockey, softball and volleyball. All students in these classes will be assigned to officiate for intramural programs of the college.

PE 308 Theory of Coaching (W)**2 hours**

This course is designed to assist the student in developing the background and skills necessary to coach selected sports. Offered alternate years. Prerequisites: PE 226 and EN 103.

PE 310 Athletic Injuries**2 hours**

The care and prevention of athletic injuries including certification in first aid and cardio-pulmonary resuscitation. Offered alternate years. Prerequisites: PE 205 and BI 111.

PE 315 Motor Learning**2 hours**

Study and analyze the selected variables which influence the learning of motor skills. Prerequisite: Junior standing.

**PE 330 Methods of Teaching Physical Education in
Elementary and Secondary Schools****3 hours**

Development of physical education programs on the elementary and secondary level. Methods and materials for games of low organization, team and individual sports, and self-testing activities. Prerequisite: Junior standing.

PE 335 Physical Education Tests and Measurements (W)**3 hours**

Tests and evaluation in physical education: emphasis on test administration and application of results. Offered alternate years. Prerequisite: MA 101.

PE 340 Organization and Admin. of Physical Education (W)**2 hours**

The relationship of the field of physical education to modern education. Theory and practice of the organization and administration of physical education activities including intramurals. Offered alternate years. Prerequisite: PE 285.

PE 401 Physiology of Exercise (W)**3 hours**

A study of the response of the body to exercise. Offered alternate years. Prerequisite: BI 111.

PE 410 Adapted Physical Education (W)**2 hours**

A study of abnormalities found in students which may be helped or corrected by exercise. Activities for the handicapped. Offered alternate years. Prerequisite: Junior standing.

PE 415 Kinesiology**3 hours**

A study of joint and muscular mechanism action involved in movement. Also, the effect of gravity and other forces in motion. Offered alternate years. Prerequisite: BI 111.

PE 490-91 Research and Independent Study**each 1-3 hours**

Individual research under the guidance of an instructor. Limited to physical education majors. Prerequisite: Junior standing and prior approval of the department chair.

Department of Psychology

Associate Professor:	Carter, Matthews (Chair)
Assistant Professors:	Oler, Spence
Majors:	Psychology (B.A. and B.S.)
Minors:	Correctional Science Psychology Sociology

Purpose

It is the purpose of the Department of Psychology to provide a liberal arts, undergraduate foundation with a basic understanding of the principles, facts, approaches, and methods in psychology. The goal of the department is to aid the student (1) in acquiring knowledge and developing skills for entry level professional service, (2) in preparing for entry into graduate programs, (3) in receiving a Christian perspective of psychology, and (4) in understanding self and others better in an appreciation of the origin, nature, and process of individual differences from the psychological viewpoint.

High School Preparation

A strong academic background will be valuable for the potential psychology major, with emphasis on biology, computer skills, mathematics, and social sciences.

Application for Admission

To be admitted as a major in the Department of Psychology, students must have completed at least 32 hours of course work including EN 102 Freshman Composition and have an overall minimum GPA of 2.25. Application forms must be obtained from, and returned to the department.

Exit Examination

The Major Field Achievement Test developed by the Educational Testing Service or an equivalent, will be administered during the fall semester to all seniors. A passing score is one standard deviation below the mean score of 146 or the mean score for the group. The lower of the two scores will be accepted.

Career Opportunities

Human understanding and service constitute great needs among people today. Psychology graduates are entering all kinds of occupations in business, governmental and private human service agencies, and teaching. The bachelor's degree in psychology is a flexible and versatile way to prepare for a career in human services and diverse lines of work. Psychology graduates are upwardly mobile, but their advances are strongly correlated with training beyond the bachelor's degree.

Bachelor of Arts in Psychology

The B.A. degree in Psychology offers a broad study of behavior and provides the academic preparation required for graduate training.

Major Requirements:

PY 101 Principles of Psychology	3 hours
PY 201 Psychology of Religion	3 hours
PY 307 Statistical Methods	3 hours
PY 360 Psychology of Learning	3 hours
PY 371 Biological Psychology	3 hours
PY 380 Cognitive Psychology	3 hours
PY 401 History and Systems of Psychology	3 hours
PY 411 Principles of Research	2 hours
PY 480 Seminar in Psychology	3 hours
Select from: PY 301 Social Psychology, PY 319 Theories of Personality, PY 321 Abnormal Behavior, and PY 325 Developmental Psychology	9 hours
PY Electives	6 hours
Total	41 hours

Minor is not required

Bachelor of Science in Psychology

The B.S. degree with a Counseling or Industrial/Organizational emphasis offers an applied approach to the study of behavior. It also provides the student with opportunities to develop marketable knowledge, skills, and abilities, and serves as the bridge between school and work.

Major Requirements:

PY 101 Principles of Psychology	3 hours
PY 201 Psychology of Religion	3 hours

PY 307 Statistical Methods	3 hours
Select from: PY 301 Social Psychology, PY 319 Theories of Personality, PY 321 Abnormal Psychology, and PY 325 Developmental Psychology	9 hours
PY 360 Psychology of Learning	3 hours
PY 371 Biological Psychology	3 hours
PY 380 Cognitive Psychology	3 hours
PY 411 Principles of Research	3 hours
PY 422-424 Counseling Practicum	4 hours
PY 480 Seminar in Psychology	2 hours
PY or SO Electives	6 hours
SO 101 Introduction to Sociology	3 hours
Counseling or Industrial/Organizational Option*	<u>9 hours</u>
Total	54 hours

***Counseling Option:**

Select from: (one must be PY 421 or 423) PY 331 Group Dynamics, PY 421 Counseling Skills, PY 423 Counseling Theories, and PY 430 Psychological Testing	6 hours
PY 340 Behavior Disorders in Children, or PY 431 Black Psychological Perspectives, or SO 361 Marriage and the Family.....	3 hours

***Industrial /Organizational Option:**

PY 351 Industrial Psychology	3 hours
PY 421 Counseling Skills or PY 423 Counseling Theories	3 hours
PY 430 Psychological Testing	3 hours

Minor in Correctional Science

PY 101 Principles of Psychology	3 hours
PY 321 Abnormal Behavior	3 hours
PY 398 Psychology and the Law	3 hours
PY or SO Electives	6 hours
SO 101 Principles of Sociology	3 hours
SO 301 Sociology of Deviant Behavior or SO 398 Probation	<u>3 hours</u>
Total	21 hours

Minor in Psychology

PY 101 Principles of Psychology	3 hours
PY 201 Psychology of Religion	3 hours
Select from: PY 301 Social Psychology,	

PY 319 Theories of Personality,	
PY 321 Abnormal Behavior, and	
PY 325 Developmental Psychology	6 hours
PY 421 Counseling Skills or PY 423 Counseling Theories	3 hours
PY Electives	6 hours
Total	21 hours

Minor in Sociology

SO 101 Principles of Sociology	3 hours
SO 231 Social Problems	3 hours
SO 241 Race Relations	3 hours
SO Electives (upper division)	12 hours
Total	21 hours

Description of Courses

Psychology

PY 095 Scholarship Skills 2 hours

This course is required of all beginning freshmen on academic probation during their first semester. Any other freshmen whose college GPA falls below 2.00 will also have to take this course the following semester, unless they have already passed it.

PY 101 Principles of Psychology 3 hours

An overview of the science of psychology, including such concepts as emotion, motivation, adjustment, perception, learning, personality, abnormal behavior, therapies, intelligence, measurement, and experimental methods.

PY 201 Psychology of Religion 3 hours

A study of the psychological aspects of religion and an analysis of several systems in psychology from a Christian perspective, utilizing the writings of Ellen G. White, along with other Christian authors.

PY 221 Personal and Social Adjustment 3 hours

This course focuses on applying basic psychological theories and concepts to enhance personal growth and interaction with others. Topics include gender roles/ identity, self-esteem, assertiveness, stress management, communication, intimacy, and other related areas. Prerequisite: PY 101.

PY 301 Social Psychology (W) 3 hours

The study of group affiliations, group standards, social perceptions, and other social factors influencing the behavior of individuals; and interacting among groups. Prerequisite: PY 101.

PY 307 Statistical Methods**3 hours**

An introduction to statistical procedures. Topics include preparation and use of graphs and tables, measures of central tendency and dispersion, probability and sampling, and tests of significance and association. Laboratory required. Prerequisite: PY 101.

PY 319 Theories of Personality (W)**3 hours**

A study of the main theories of personality structure, with consideration of the essential ingredients of healthy attitudes and behavior patterns. Prerequisite: PY 101.

PY 321 Abnormal Behavior**3 hours**

A study of the types, natures and causes of abnormal behavior; the effects of maladaptive behavior on individuals, families and communities, and methods of treatment. Prerequisite: PY 101.

PY 325 Developmental Psychology**3 hours**

A study of current psychological theories relating to psychological development throughout the entire life span. Prerequisite: PY 101.

PY 331 Group Dynamics**3 hours**

A study of the dynamics of groups with special emphasis being placed upon patterns of leadership, solidarity, cohesion, conflict, accommodation, and cooperation. Prerequisites: PY 101.

PY 340 Behavior Disorders in Children**3 hours**

This course is designed to give the student a descriptive and theoretical survey of the major forms of child psychopathology with a detailed analysis of behaviors of children, methods of identification, and present methods of prevention and treatment. Prerequisites: PY 101.

PY 351 Industrial Psychology**3 hours**

Application of psychology to the study of industrial and personnel problems, including such areas as human relations, selection, training, employee motivation, and morale. Prerequisite: PY 101.

PY 360 Psychology of Learning**3 hours**

Principles and applications of associative learning. Topics include classical conditioning, instrumental conditioning, role of motivation, transfer of training, and related topics. Prerequisite: PY 101.

PY 367 Community Psychology**3 hours**

Introduces students to the models of community intervention, history of social service, strategies of community problem solving; and examples of program intervention. Prerequisite: PY 101.

- PY 371 Biological Psychology** **3 hours**
Physiological correlates of behavior with special emphasis on the physiology and anatomy of the nervous system as a basis for relating behavior to its physiological components. Development of competence in reading and interpreting scientific reports and professional journals. Prerequisite: PY 101.
- PY 380 Cognitive Psychology** **3 hours**
Human cognition. Attention, knowledge representation, learning and memory, comprehension, and problem solving. Contributions of neuroscience and connectionism to the development of cognitive theory, experimentation, and applications. Prerequisite: PY 101.
- PY 398 Psychology and the Law** **3 hours**
This course examines the U.S.. legal system through the use of psychological concepts, methods, and findings. It offers coverage of topics relevant to understanding how psychology interfaces with the law. Prerequisite: PY 101.
- PY 401 History and Systems of Psychology** **3 hours**
A study of the theoretical systems, experiments and personalities involved in the development of psychology. Prerequisite: PY 101.
- PY 411 Principles of Research** **3 hours**
An introduction to research in the behavioral sciences. Topics include problem definition and hypothesis formation; observation, definition, and measurement; design and control of basic types of experimental and quasi-experimental designs; and explanation and interpretation of results. Laboratory required. Prerequisite: PY 307.
- PY 421 Counseling Skills** **3 hours**
This course acquaints the student with the practical applications of communication, helping skills, and counseling. Prerequisite: PY 101.
- PY 422-424 Counseling Practicum** **2-2 hours**
Thirty-six hours are spent in a field placement. Transportation to placement agencies is the responsibility of the student. Prerequisite: enrolled or have enrolled in PY 421 or 423.
- PY 423 Counseling Theories** **3 hours**
This course involves a study of the major counseling theories. Prerequisite: PY 101.
- PY 430 Psychological Testing** **3 hours**
A course designed to familiarize students with the history of the development of psychological testing, the theory behind it, and the various objective and projective instruments used to assess intellectual and personality functioning. Prerequisite: PY 101.

PY 431 Black Psychological Perspectives**3 hours**

This course is designed to introduce the student to the developmental issues and concerns regarding psychological development from a Black perspective.. Prerequisite: PY 101.

PY 480 Seminar in Psychology**2 hours**

In-depth examination of particular topics of current interest in the field of psychology. Critical evaluation of current research. The course also reviews the graduation admission and employment searching process. Prerequisites: Junior standing and permission of instructor.

PY 490-491 Research and Independent Study**each 2-3 hours**

Majors in psychology desirous of getting an independent course of research are encouraged to do so under the direction of an advisor. Prerequisites: PY 307, junior standing, and GPA of 3.00 or consent of instructor.

Sociology

SO 101 Principles of Sociology**3 hours**

An introduction to the field of sociology, terms and concepts related to human behavior, and to the influences of social and cultural factors upon human behavior.

SO 211 Introduction to Cultural Anthropology**3 hours**

An introduction to the study of man as a total being, his culture and social organization, his interrelationships with his habitat, and his bio-physical nature.

SO 231 Social Problems**3 hours**

An analysis of areas of social behavior considered to be problems in contemporary American society. Prerequisite: SO 101

SO 241 Race Relations**3 hours**

A scientific approach to the study of racial elements in the population of the United States with particular emphasis on white and Negro groups. Prerequisite: SO 101.

SO 291 Introduction to Urban Studies**3 hours**

An analysis of the modern urban community and its pattern of organization. Emphasis will be placed on the culture of cities and problems facing the urban dweller. Urbanization is examined from an American perspective as well as from a world perspective. Prerequisite: SO 101.

SO 301 The Sociology of Deviant Behavior**3 hours**

Examination of criminality among juvenile and adult offenders. Also, an analysis of law enforcement policies and a critical examination of legal, judicial, and penological systems. Prerequisite: SO 101.

SO 320 Social Psychology**3 hours**

See course description under PY 301.

SO 361 Marriage and the Family**3 hours**

The ethics of family relationships, changing trends and functions of the modern family. An attempt is made to bring the student into contact with facts, principles, attitudes and problems that are likely to play a part in marriage. Prerequisite: SO 101.

SO 398 Probation and Parole**3 hours**

A study of the role of the probation officer in the social rehabilitation of juvenile and adult offenders. Theory of probation and parole in relation to actual case histories. Techniques of counseling and guiding the adult and juvenile offender in and out of the correctional institution. Prerequisite: SO 101.

SO 421 History and Theories of Sociology**3 hours**

A survey of the historical background of sociology and its development as a field of behavioral science, emphasizing basic theories of sociology and their significance to sociological research. Prerequisite: SO 101.

Department of Religion and Theology

Professors: Samson, Warren (Chair)
Associate Professor: Doggette
Assistant Professors: Burton, Mulzac, Shand

Majors: Bible Worker Instructorship (A.A.)
Church Leadership (Certificate)
Ministerial Theology (B.A.)
Publishing Ministry (Certificate)
Religion (B.A.)
Religious Education (B.S.)

Minors: Biblical Languages
Religion
Theology

Purpose

It is the purpose of the Department of Religion and Theology to develop within the student a deep appreciation for the importance of the Bible in discovering the true philosophy of life, to encourage the application of the teachings of Jesus Christ to contemporary times, and to provide training for students who desire to serve God, the Church, and humanity.

Application For Admission

To be admitted as a major in ministerial theology (the pre-seminary program), students must file a formal application with the department the first semester of their sophomore year at which time a list of standards for admission and candidacy will be given. These standards include such requirements as a battery of diagnostic tests for understanding of themselves and their vocation, a cumulative GPA of 2.00, EN 102 Freshman Composition, and evidence of moral, emotional, social, and physical maturity. Students are admitted to the Ministerial Theology program upon approval by the departmental faculty at the beginning of the junior year. The purpose of this admission procedure lies in its helping the student to understand his or her call to ministerial service, and only those students who complete these requirements will be recommended as prospects for ministerial employment.

Career Opportunities

Graduates from this department may find employment as Bible teachers, Bible worker instructors, chaplains, church leaders, foreign missionaries, literature evangelists, and pastors.

Exit Examination

During the senior year, a comprehensive examination will be administered covering basic knowledge in Old Testament, New Testament, Theology, Biblical Languages, Pastoral/Evangelistic Ministry, and Preaching. The minimum passing grade for this examination is C.

Bachelor of Arts in Ministerial Theology

The ministerial theology major is directed through a curriculum for pastoral/evangelistic ministry preparatory to graduate training at the SDA Theological Seminary.

Major Requirements:

RE 100 Introduction to Ministry	2 hours
RE 105 Religion and Language	2 hours
RE 111 Life and Teachings of Jesus.....	3 hours
RE 200 Dynamics of Christian Living.....	2 hours
RE 201, 202 Fundamentals of Christian Faith	6 hours
RE 211 Black Liturgy	2 hours
RE 301, 302 Old Testament Prophets	6 hours
RE 311 Prophetic Interpretation: Daniel	3 hours
RE 312 Prophetic Interpretation: Revelation	3 hours
RE 321-322 Homiletics and Preaching (must take at Oakwood) ..	6 hours
RE 331 Gift of Prophecy	3 hours
RE 412 Acts and Epistles	3 hours
RE 422-423 Pastoral Ministry (must take at Oakwood)	6 hours
RE 424 Public Evangelism	2 hours
RE 441 Bible Manuscripts	2 hours
RE 451 Contemporary Theology	3 hours
Select from: RE 249 Philosophy, RE 345 World Religions, RE 450 Ethics, and RE 444 Hebrews	4 hours
BL 201-202 Beginning Greek	6 hours
BL 301-302 Intermediate Greek	6 hours
HI 444 Church History or HI 446 Age of Reformation	3 hours
Total	73 hours

General Education Requirement variation:

BL 201-202 Beginning Greek substitutes for the foreign language requirement for ministerial theology majors, but not for religion majors.

No minor required for ministerial theology majors, but because of the large number of persons preparing for the pastoral/evangelistic ministry and the increased value of training in a non-ministerial profession, it is strongly recommended that every theology major have a double major, which may take up to five years to complete.

Bachelor of Arts in Religion

Major Requirements:

RE 105 Religion and Language	2 hours
RE 111 Life and Teachings of Jesus	3 hours
RE 200 Dynamics of Christian Living	2 hours
RE 201, 202 Fundamentals of Christian Faith	6 hours
RE 249 Introduction to Philosophy	2 hours
RE 301 or 302 Old Testament Prophets	3 hours
RE 311 Prophetic Interpretation: Daniel	3 hours
RE 312 Prophetic Interpretation: Revelation	3 hours
RE 323 The Work of the Bible Instructor	3 hours
RE 331 Gift of Prophecy	3 hours
RE 345 World Religions	2 hours
RE 412 Acts and Epistles	3 hours
RE 425 Christian Literature Salesmanship	2 hours
RE 441 Bible Manuscripts	2 hours
RE 451 Contemporary Theology	3 hours
RE Electives	3 hours
ED 130 Orientation to Teaching	2 hours
ED 230 Principles and Methods of Secondary Education or	
ED 254 History, Philosophy, and Foundations of Education	3 hours
ED 328 Introduction to Religious Education	2 hours
HI 314 Denominational History	3 hours
HI 325 African Civilization or HI 364 West African History	3 hours
FS 305 Parenting or SO 361 Marriage and the Family	3 hours
PY 201 Psychology of Religion or SO 241 Race Relations	3 hours
PY 421 Counseling Skills	3 hours
Total	67 hours

Minor is not required.

Bachelor of Science in Religious Education

This program qualifies a person to teach secondary school Bible and to begin graduate study in such areas as school administration, religious education guidance and counseling. After graduation, students may apply for the SDA Basic Teaching Certificate: Religion, grades 7-12.

Refer to the Department of Education section in this bulletin for the program outline. Program Advisor: M. Warren.

Associate of Arts Degree in Bible Worker Instructorship

For the student who desires a minimal preparation in Bible instructorship, this two-year curriculum is available for introducing such an individual to practical and

personal soul-winning endeavors, particularly in assisting a pastor or evangelist. This degree is not available for the student who has, or is completing, a B.A. degree in theology or religion

Major Requirements:

RE 101 Introduction to the Bible or RE elective	3 hours
RE 111 Life and Teachings of Jesus	3 hours
RE 201 and 202 Fundamentals of Christian Faith	6 hours
RE 311 Daniel or RE 312 Revelation	3 hours
RE 321 Homiletics and Preaching	3 hours
RE 323 The Work of the Bible Instructor	3 hours
RE 331 Gift of Prophecy	3 hours
RE 412 Acts and Epistles	3 hours
RE 424 Public Evangelism	2 hours
RE 451 Contemporary Theology	3 hours
Select from: BL 201 New Testament Greek ,	
HI 314 Denominational History,	
PY 422 Counseling Practicum,	
PY 431 Black Psychological Perspectives,	
RE 301, 302 Old Testament Prophets,	
RE 441 Bible Manuscripts and RE 490 (1 hour), or	
SW 415 Gerontology	<u>3 hours</u>
Total	35 hours

Certificate in Church Leadership

This one-year program is designed mainly for persons who may already be functioning full-time in some non-ministerial profession, yet desire minimal formal training toward a more effective layperson or self-supporting ministry.

Major Requirements:

RE 101 Intro. to the Bible or RE 323 Bible Instructorship	3 hours
RE 111 Life and Teachings of Jesus	3 hours
RE 201 and 202 Fundamentals of Christian Faith	6 hours
RE 311 Daniel or RE 312 Revelation	3 hours
RE 321-322 Homiletics and Preaching	6 hours
RE 331 Gift of Prophecy	3 hours
RE 422 Pastoral Ministry	3 hours
RE 424 Public Evangelism	2 hours
RE 425 Literature Salesmanship	<u>2 hours</u>
Total	31 hours

Certificate in Publishing Ministry

Persons who desire to acquire basic skills in Christian salesmanship qualify for this certificate upon completion of the prescribed courses and a field and campus practicum.

Major Requirements:

RE 111 Life and Teachings of Jesus	3 hours
RE 311 Prophetic Interpretation: Daniel	3 hours
RE 312 Prophetic Interpretation: Revelation	3 hours
RE 321 Homiletics and Preaching	3 hours
RE 331 Gift of Prophecy	3 hours
RE 425 Christian Literature Salesmanship	2 hours
BA 100 Business Math	3 hours
BA 210 Principles of Accounting	3 hours
BA 475 Business Law	3 hours
PY 101 Introduction to Psychology	3 hours
Free Elective	<u>2 hours</u>
Total	31 hours

Minor in Biblical Languages

BL 201-202 Beginning New Testament Greek	6 hours
BL 301-302 Intermediate New Testament Greek	6 hours
BL 411-412 Beginning Classical Hebrew	6 hours
RE 490 Research and Independent Study	<u>3 hours</u>
Total	21 hours

Minor in Ministerial Theology (not for religion majors)

RE 111 Life and Teachings of Jesus	3 hours
RE 201 or 202 Fundamentals of Christian Faith	3 hours
RE 211 Black Liturgy or RE 423 Public Evangelism	2 hours
RE 311 Daniel or RE 312 Revelation	3 hours
RE 321 Homiletics and Preaching	3 hours
RE 422 or 423 Pastoral Ministry	3 hours
RE 301 or 302 O. T. Prophets or RE 412 Acts and Epistles.....	<u>3 hours</u>
Total	20 hours

Minor in Religion (not for theology majors)

RE 111 Life and Teachings of Jesus	3 hours
RE 201 or 202 Fundamentals of Christian Faith	3 hours
RE 211 Black Liturgy	2 hours

RE 311 Daniel or RE 312 Revelation	3 hours
RE 323 The Work of the Bible Instructor	3 hours
RE 331 Gift of Prophecy	3 hours
RE 451 Contemporary Theology	<u>3 hours</u>
Total	20 hours

Description of Courses

Biblical Languages

BL 201-202 Beginning New Testament Greek 3-3 hours

These courses are designed to familiarize the student with the fundamentals of Greek grammar and sentence structure as found in the Greek New Testament. Vocabulary drills, simple translation, and reading exercises are provided in each lesson. A one-hour weekly lab is required.

BL 301-302 Intermediate New Testament Greek 3-3 hours

Intermediate New Testament Greek consists of a comprehensive review of Greek grammar and syntax, translation of selected passages in the Greek New Testament, Greek vocabulary building through word studies, and elementary Greek work classifications. This course will emphasize some advanced principles of exegesis. Primary emphasis in this course relates to the use of Greek as a research tool and as a tool for more effective preaching. A one-hour weekly lab is required. Prerequisite: BL 202.

BL 411-412 Beginning Classical Hebrew 3-3 hours

A survey of the most prevalent language found in the Old Testament with emphasis on syntax, sentence structure, vocabulary, reading and translation. The objective is not only to better equip the student for graduate work in Biblical study but also to provide him with a useful tool for an accurate interpretation and understanding of the Bible during his college career and during his personal study. Because Hebrew is not required in the theological curriculum, it is offered only upon special request to the department.

Religion

RE 100 Introduction to Ministry 2 hours

An introduction to ministry designed to acquaint majors with the call and role of the minister, as well as, the broad spectrum of career options in ministry. Through the use of practicing professionals, students will be exposed to the many facets of ministerial service. Students will participate in a battery of diagnostic tests designed to acquaint them with the demands of ministry. This course is required of all freshman theology students and all transfer theology students.

- RE 101 Introduction to the Bible** **3 hours**
A survey of the setting and content of Biblical Writings with emphasis on selected Biblical themes.
- RE 105 Religion and Language** **2 hours**
A study of language and its relationship to religion and its task to depict reality in religious expressions. Emphasis is given also to linguistic accuracy grammatically, syntactically, and philosophically whether in spoken or written form.
- RE 111 Life and Teachings of Jesus** **3 hours**
A review of the life of the Master Teacher and a study of the principles and parabolic representations of Christian life and faith as revealed in the Gospels. Prerequisite: Two years of high school Bible or RE 101.
- RE 200 Dynamics of Christian Living** **2 hours**
A study of how one receives Jesus Christ, becomes a Christian, and remains a Christian. The course explores the realm of a personal relationship with God including the steps to Christ, prayer, spiritual growth standards, and personal witnessing.
- RE 201, 202 Fundamentals of The Christian Faith** **3,3 hours**
An extensive study of the fundamentals of Christian doctrines as believed and taught by Seventh-day Adventists. Prerequisite: Two units of high school Bible or RE 101.
- RE 211 Black Liturgy — A Historical Analysis** **2 hours**
An examination of the specific role of the Black Seventh-day Adventist Church in the community, also entailing a psychological analysis and description of black worship.
- RE 249 Introduction to Philosophy** **2 hours**
An introduction to the thought of great thinkers, past and present, concerning the nature of reality. The course will focus on the best thinking on epistemology, metaphysics, empiricism, political philosophy, philosophy of religion, logic, and ethics.
- RE 301, 302 Old Testament Prophets (W)** **3-3 hours**
A study of the major and minor prophets in their chronological sequence, tracing the hand of God in the history of Israel and Judah and the promises of redemption to all nations through the Messiah. Attention is given to the historicity of these books along with their literary and spiritual values. Prerequisite: RE 111 and 201 or 202.
- RE 311 Prophetic Interpretation: Daniel (W)** **3 hours**
A study of the book of Daniel in which historical backgrounds and pertinence to the times are stressed. Prerequisite: RE 201 or 202.

- RE 312 Prophetic Interpretation: Revelation (W)** **3 hours**
 A study of this book of prophecy with special attention given to the portrayal of the controversy between the true and the apostate church forces. Prerequisite: RE 201 or 202.
- RE 321-322 Homiletics and Preaching (W)** **3-3 hours**
 A study of the preparation and delivery of sermons and gospel addresses. The course stresses the mechanics of sermon construction and analysis, and provides adequate exercises to ensure some proficiency in both the construction and delivery of gospel messages. Prerequisites: RE 111, 201, 202, 331, and BL 202. (Greek may be waived for religion majors) .
- RE 323 The Work of the Bible Instructor** **3 hours**
 A course designed to explore the principles and techniques of Bible teaching and personal evangelism. Field work is required. Prerequisites: RE 111, 201, and 202.
- RE 331 The Gift of Prophecy (W)** **3 hours**
 A course of study tracing prophetic ministry in the Bible and especially in the experience of Ellen G. White while noting also its contributory role in the history and operation of the Seventh-day Adventist Church from the nineteenth century to the present. Prerequisite: RE 201 or 202.
- RE 345 World Religions** **2 hours**
 An introduction to the major religions of the world and their relation to Christianity. Prerequisite: Junior standing.
- RE 412 Acts and Epistles (W)** **3 hours**
 A historical and exegetical study and survey of the book of Acts and the Epistles of Paul, tracing the origin of the Christian church, the spread of the Gospel from Jerusalem to Rome, the historical setting and purpose for the Pauline letters, their relationships to doctrinal developments, and their usage in the Christian church. Prerequisites: RE 111, 201 or 202, 3 hours of upper division religion, and BL 202.
- RE 422- 423 Pastoral Ministry** **3-3 hours**
 A study of the work of the pastor and his soul-winning activities, counseling, church services, administrative responsibilities, community interests, and preaching. Prerequisites: RE 100 and 322.
- RE 424 Public Evangelism** **2 hours**
 A study of the duties of the evangelist and his associates in the conducting of evangelistic campaigns. Prerequisite: Junior standing.
- RE 425 Christian Literature Salesmanship** **2 hours**
 An introduction to the theory and practice of literature ministry, its goals, processes, mission, and rewards. Prerequisite: Junior standing.

RE 441 Bible Manuscripts**2 hours**

A study of the history of the Bible including its transmission, preservation, manuscript evidence, text, canon, textual criticism, versions, and the development of the English Bible. Prerequisites: BL 202, and 301 or 411.

RE 444 Hebrews (W)**2 hours**

An exegetical analysis of the Epistle to the Hebrews, its place in the New Testament Canon, cultural background, literary genre and structure, doctrinal perspectives, and theological significance for Seventh-day Adventism. Prerequisite: Junior standing.

RE 450 Christian Ethics**2 hours**

A study of the Christian Principles applicable to moral and ethical problems. Possible response of the Christian to such contemporary issues as race, poverty and health care. Prerequisite: Junior standing.

RE 451 Contemporary Theology (W)**3 hours**

A study of themes in Biblical and Systematic Theology, including the following: Doctrine of God, Soteriology, Ecclesiology, the Ministry, Baptism and the Lord's Supper. Attention will be given to the diversity of views held by different denominations. Prerequisites: RE 111, 201, 202, and 331.

RE 490-91 Research and Independent Study**each 1-3 hours**

A major research project tailored to the student's area of profession or major interest, and does not substitute for lecture courses. Prerequisites: Permission by the department chair and a cumulative 3.00 GPA of all courses taken in this department.

Department of Social Work

Associate Professors: Anderson, Fraser, Phillips (Chair)

Assistant Professor: Mims

Major: Social Work (B.S.W.)

Purpose

It is the purpose of the Department of Social Work to prepare students for beginning practice in the social work profession. The core curriculum and field practicum provide the student with knowledge, skills and values necessary to perform specific tasks and services at the entry level. The program is accredited by the Council on Social Work Education.

High School Preparation

High school students who anticipate entering the field of social work should take as many regular academic courses as possible. Courses in social sciences and those relating to marriage and family and to the problems of society will be helpful, as well as any computer courses.

Application for Admission

To be admitted as a major in the Department of Social Work, students must have completed at least 30 hours of course work, including EN 102 Freshman Composition and SW 202 Introduction to Social Work, and have an overall minimum GPA of 2.00. Application forms must be obtained from, and returned to, the department.

Application for the field instruction class for the fall semester must be submitted during the previous spring semester providing all lower division classes and foundation social work courses have been completed with a minimum GPA of 2.00.

Exit Examination

Social work majors who have reached senior status must pass an exit examination which is administered during the fall semester. Any student who does not receive at least 70 percent on this examination must enroll in a social work seminar.

Career Opportunities

Students having a degree in social work may find employment in public and private agencies such as child welfare services, correctional facilities, day care, hospitals, mental health centers, nursing homes, public welfare, and senior citizens homes. Also employment may be found in public relations with public and private organizations, administrative areas where relationship skills are valuable, personnel areas, where a knowledge of human relations is essential, and/or research with various organizations.

Bachelor of Social Work

Social work majors are required to complete 500 clock hours in an assigned social service agency. Transportation is the student's responsibility. While engaged in field instruction, the student is limited to two three hour courses of additional classwork (must have prior approval).

Detailed information on the social work major is outlined in the *Social Work Student Handbook*, available from the departmental office.

Major Requirements:

SW 201 Introduction to Social Welfare	3 hours
SW 202 Introduction to Social Work	3 hours
SW 207 Welfare Policies	3 hours
SW 300 Generalist Skills and Practice	2 hours
SW 320 Modern Social Work Theories and Practice.....	3 hours
SW 330 Human Behavior and Social Environment I	3 hours
SW 331 Human Behavior and Social Environment II	3 hours
SW 390 Christian Philosophy of Social Work	3 hours
SW 420 Research in Social Work	3 hours
SW 451 General Methods of Social Work I	3 hours
SW 452 General Methods of Social Work II	3 hours
SW 453 General Methods of Social Work III.....	3 hours
SW 454 Field Instruction and Seminar I	7 hours
SW 455 Field Instruction and Seminar II	7 hours
SW 480 Career Preparation.....	3 hours
EN 304 Advanced Composition.....	3 hours
PY 307 Statistical Methods	3 hours
PY 411 Principles of Research	3 hours
SO 361 Marriage and the Family	3 hours
Total	64 hours

General Education Requirement variations:
Bi 102 substitutes for the Physical Science course.
PY 101 and SO 101 are required as well as SW 201.

Description of Courses

SW 201 Introduction to Social Welfare **3 hours**

A study of the historical development of social welfare programs, practices, and policies. Open to non-majors. Prerequisite: SO 101.

SW 202 Introduction to Social Work **3 hours**

An introduction to the development of the social work profession, interventive services and values, including volunteer experience in selected agencies. Open to non-majors. Prerequisite: SW 201.

SW 207 Welfare Policies **3 hours**

An analysis of the formulation of federal and local policies, including social legislation, which influence the lives of individuals, families, groups, and communities. Emphasis on contemporary policies and legislation relevant to social welfare. Prerequisites: SW 201 and PS 120 or 211.

SW 210 Gerontology: Introduction to Aging **3 hours**

An introduction to aging, including minorities, cultural, social class, and sexual differences, their needs, and the availability of related services. Open to non-majors. Prerequisite: Sophomore standing.

SW 212 Minority Aging **3 hours**

An examination of the cultural aging experience as related to Blacks and other minorities. Open to non-majors. Prerequisites: SO 101.

SW 300 Generalist Skills and Practice **2 hours**

Examination of activities and skills used by social workers in direct practice. A preparation course for senior level practice experience. Prerequisites: SW 202 and 207.

SW 320 Modern Social Work Theories and Practice **3 hours**

This course provides the student with opportunities to examine and assess theories for social work practice in relation to the client, the social worker, and the setting in which they meet. Prerequisite: SW 202.

SW 330 Human Behavior and Social Environment I (W) **3 hours**

A study of the biological, psychological, social, cultural, and spiritual foundations of development, their interrelationship for normal and abnormal behavior from infancy to the middle years, and functioning in the total environment. Prerequisites: BI 101 and SW 320 or consent of instructor.

SW 331 Human Behavior and Social Environment II (W) **3 hours**

A continuation of SW 330. A study of the biological, psychological, social, cultural, and spiritual foundations of development; their interrelationship for normal and abnormal behavior from the middle years through old age and

functioning in the total environment. Prerequisite: SW 330 or consent of instructor.

SW 332 Child Welfare

3 hours

A historical and contemporary analysis and study of social services for children. Open to non-majors with special permission. Prerequisite: Junior standing.

SW 335 Poverty and Deprivation

3 hours

An analysis of the sociological impact on individuals, groups, organizations, and communities where poverty is a dominating influence. Open to non-majors. Prerequisite: Sophomore standing.

SW 390 Christian Philosophy of Social Work

3 hours

A study of the underlying Christian principles utilized by the Christian social worker and an examination of church philosophy which corresponds to the social work codes of ethics. Open to non-majors. Prerequisite: Junior standing.

SW 415 Gerontology: Retirement

3 hours

This course focuses on retirement, with attention given to planning for social security, meal planning, and living on a fixed income at home versus in an institution. Prerequisites: Junior standing and consent of the instructor. Offered alternate years.

SW 416 Gerontology: Death and Dying

3 hours

A study of individuals, families, and cultural responses to the dying process and death. Prerequisites: Junior standing and consent of the instructor. Offered alternate years.

SW 420 Research in Social Work

3 hours

An advanced course in research which allows an in-depth application of research skills. Special attention will be given to the development of individual research projects. The student is required to carry out a research project to its completion. Prerequisite: PY 411.

SW 451 General Methods of Social Work I

3 hours

An introduction of the general method of social work intervention with individuals, families, groups, organizations, and communities. Prerequisite: SW 331.

SW 452 General Methods of Social Work II

3 hours

A continuation of the general method, with an in-depth study of the problem-solving method directed toward individuals, families, groups, organizations, and communities. Prerequisite: SW 451.

SW 453 General Methods of Social Work III**3 hours**

Experiences designed to help students become more effective in working with clients in both micro and macro systems. Includes group experience, grant writing, crisis intervention, and dysfunctional relationships. Prerequisite: SW 452.

SW 454 Field Instruction and Seminar I**7 hours**

A laboratory course designed to provide the student with supervised field practice in an approved agency selected by the department. Prerequisite: SW 451 (SW 452 may be taken concurrently).

SW 455 Field Instruction and Seminar II**7 hours**

A continuation of SW 454, in the same agency. Students demonstrate use of the general problem-solving method with more depth and independence. Prerequisite: SW 454.

SW 480 Career Preparation**3 hours**

A lab course designed primarily to prepare for professional employment and/or continued training. Open to non-majors. Prerequisite: Junior standing.

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Administrative Council
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Arts and Lectures
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